



FORTIS

CONSTRUCTION INC.

Fortis Construction Inc.

**Retrofits Site Specific
Safety Plan**

3/30/2023

Campus-Wide VLL Retrofits

**4250 Messenger Loop
NWLos Lunas, NM 87031**

REVISION / CHANGE LOG

DATE	DESCRIPTION OF REVISION	INITIATED BY	REVISION NO.
12/15/21	Initial VLL Campus Retrofits Draft	Demetra Star	000
1/22/21	Logistics, Fortis Org Chart, Transfer of Custody, Energy Marshal, Environmental Requirements	Demetra Star	001
1/27/22	IDC/Fortis Review	Demetra Star	002
1/31/22	Transfer of Custody Language, Table of Contents	Demetra Star	003
5/12/22	Energized Electrical Work Language, Point of Contacts	Sammy Chumpolpakdee	004
7/11/22	Updated project contacts	Sammy Chumpolpakdee	005
3/30/23	Updated project contacts	Sammy Chumpolpakdee	006

Contents

1	Introduction	5
1.1	Fortis Philosophy.....	5
1.2	Purpose	5
1.3	Leadership.....	5
1.4	Supervision.....	5
1.5	VLL Retrofits Site Specific Safety Plan – Intent and Requirements	6
1.7	COVID Controls and Vaccination/Testing Requirements.....	7
1.8	Harassment Policy.....	7
2	Fortis Retrofits Org Chart.....	9
3	Retrofits Logistics Map and Access Routes.....	10
4	Hazard Identification and Risk Management	12
4.2	EHS Risk Register.....	12
5	Improvement Planning	13
6	Organizational Resources, Accountability, Responsibilities	14
6.2	Safety Coverage	14
7	Training, Competencies & Orientation	14
7.1	OSHA 10 Hr & OSHA 30 Hr.....	14
7.2	LOTO Training, NFPA70e Introductory Training	14
7.3	Minimum Safety Training & Orientation.....	14
8	Document Control, C-MOPs, Energy Marshals.....	18
8.1	Meta Energized Electrical Work Permit.....	20
9	Communication.....	21
10	First Aid/ Emergency Action Plan/ Emergency Response.....	22
10.12	Emergency Action Plan	28
10.13	Emergency Scenarios	31
11	Monitoring & Measuring	33
12	Drug Free Workplace Policy.....	33

13	Incident Notification	33
13.1	Emergency Notification Workflow.....	35
14	Lifesaving Rules, Guiding Principles and Commitments.....	36
15	Logistics and Access	37
16	Personal Protective Equipment	38
17	Permits to Work.....	39
17.1	Generator and Roof Access Permit.....	40
17.2	Barricading	42
18	Hot Work.....	43
18.1	FB AXA XL Hot Work Permit.....	43
19	Traffic Management and Forklifts	44
20	Working at Heights	45
21	Permit Required Confined Spaces	47
21.1	Confined Space Decision Tree: Evaluation of the Space.....	48
21.2	Confined Space Entry Permit	49
22	Excavation, Trenching and Don't Hit It	51
23	Cranes and lifting Equipment	51
24	Electrical Safety: Cords, Energy Marshal & LOTO	52
25	Pressurized Equipment	58
26	Housekeeping	58
27	Chemicals & Hazardous Substances Exposure Control.....	58
27.1	Chemical Request Form	60
28	Noise Exposure Control and Hearing Conservation.....	62
29	Manual Tasks and Workplace Ergonomics	62
30	Heat Illness Prevention & Cold Temperature Management	62
30.2	Global Winter Weather Checklist	62
30.5	Fortis Heat Illness Prevention Plan Template	64
31	Water Quality, Water Management.....	67
32	Air Quality Protection	67
33	Hazardous Materials and Waste Control.....	67
34	Community Noise and Vibration.....	69

1 Introduction

1.1 Fortis Philosophy

It is the philosophy of Fortis Construction, Inc. to protect the safety and health of employees, trade-partners, clients and visitors at every Fortis jobsite and workplace. It is our belief that all injuries and accidents are preventable. It is unconscionable to think that we have not done everything we can to assure that every worker returns home at the end of the workday as healthy as they left. The client ICM and EHS has defined their requirements for Retrofits work in two documents: *Retrofits Vendor EHS Requirements Specification* and *Safebook*. Likewise, Fortis Construction has established an Environmental Health and Safety Plan (EHSP or “Fortis Safety Manual”) and this VLL Retrofits-Specific Safety Plan to help us create injury free environments (IFE) and prevent injury and illness due to workplace hazards. It is a requirement for employment at Fortis and a condition for access to our projects, that all personnel share our commitment to safety. A project level Safety Leadership Team has been established to promote IFE on Retrofits projects. This team will assist Fortis Construction in championing safety at all our Retrofits projects and making recommendations for ongoing improvements. Its mission will be to contribute to and promote safety on the Retrofits projects.

1.2 Purpose

The purpose of this Site-Specific Safety Plan is to define additional safety expectations beyond the statutory, regulatory, and industry specific standards, which are required to be implemented on all VLL Retrofits projects. This document intends to provide reference and guidelines for implementation of those project specific expectations.

1.3 Leadership

Fortis Retrofits Leadership is committed to fostering and promoting the mission of an Injury Free Environment on our jobsites. This calls for the elimination of unsafe acts, unsafe conditions, and the prevention of near-miss incidents by putting people first in all decisions.

This is to be accomplished with:

- Collaboration and accountability between the Owner, Fortis, and trade partners
- Personal commitment and leadership by all Fortis employees at each project
- Ownership by all craft workers
- Engagement and Empowerment for all personnel towards well-being and safety

1.4 Supervision

It is a Fortis value to not sacrifice safety for any reason. To effectively encourage and enforce safe work practices, we require all project supervision to become familiar with our policies and vision.

All Fortis supervisors have the authority and responsibility to take immediate action to correct hazardous conditions and practices without concern for the costs. Each Fortis supervisor has the authority and duty to close the construction project if hazards to health or safety to workers present imminent danger. All personnel on a Fortis project are empowered and expected to refuse to perform unsafe work and to stop work or escalate their concerns even when observing risky or unsafe conditions or behaviors.

All trade-partners (i.e. vendors, subcontractors, tiered contractors) and supervisory personnel are accountable and responsible for maintaining safe and healthy working conditions in their areas of responsibility and for enforcing all safety & health rules. It is understood that all contractors working at the site will adhere to the Fortis Safety Manual, the VLL Retrofits Site-Specific Safety Plan, the Retrofits Vendor EHS Requirements Specification (and Div 1 referenced documents) and the Safebook manual (Rev 4) in addition to their own EHS plan, the Federal OSHA regulations (29 CFR Part 1926), EPA and the environmental, health and safety

regulations put forth by the state of New Mexico. If a discrepancy exists between the language and provisions of these various regulations or policies, the employer shall follow the most stringent regulation or most conservative approach.

1.5 VLL Retrofits Site Specific Safety Plan – Intent and Requirements

This plan has been developed specifically for Retrofit projects by the Fortis project team. It is our attempt to customize our safety approach to the specific challenges of the Retrofits projects. Program elements may be added to or be removed from this site-specific plan as the project has the need or as conditions change or scope changes; this is intended to be a living document.

All items not addressed in this specific plan are covered by the Fortis EHSP (also known as the Fortis Safety Manual), Retrofits Vendor EHS Requirement Specification and the OCIP Best Management Practices Manual (aka. “Safebook” Rev 4). All Fortis employees, subcontractors, owner personnel, owner contractors, vendors, visitors, inspectors, third party contractors and manufacturer’s reps entering Fortis-controlled VLL Retrofits construction zones will abide by the requirements outlined in this Site-Specific Safety Plan, Fortis EHSP, State and Federal OSHA regulations, client and any project changes, such as Global initiatives, site initiatives, or campaigns that are initiated by the project team throughout the project in response to incidents, improvements, innovations and safety programs that are deemed necessary to enhance safety culture, safety performance or wellness on the project.

Furthermore, all contractors performing work on the Retrofits projects shall submit a Retrofits Site Specific Safety Plan that includes identifying their key personnel dedicated to the Retrofits projects, identifying their competent persons, Black hats, Energy deputies, and personnel who shall participate in the Mental Health and Wellness initiatives, the company Job Hazard Analyses for their scope of work, and a written Return to Work program for injured personnel. The trade-partner may note some placeholder positions as “TBD” (i.e., for black hats or mental health first aiders), but make every effort to update and fill the roles as their personnel mobilize.

1.6 Retrofits Vendor EHS Requirement Specifications & OCIP “Safebook”

Attached in this document are the Retrofits Vendor EHS Requirement Specification and the OCIP Best Management Practices manual, also known as Safebook. Both these documents will be followed and enforced on VLL Retrofits Projects.

Specifically, the following Global Initiatives, Safebook programs, and Fortis Site programs will require the Retrofits GC and Trade-partners’ active participation, partnering and in many cases, spear-heading. The initiatives names and software may change over the course of construction; however, the intent will remain that contractors shall support and participate in the following:

- Black Hats
- Energy Marshal/Water Marshal
- Pantheon Assessment
- Pulse Survey
- Safety Mojo (Safety Observations)
- Mental Health & Wellness
- Recognition Programs (the ROQE & ROSE or equivalent etc.)
- IDC Newsletters
- Executive Field Walks (ICM & Fortis)
- Retrofits Orientation

- Onsite Drug Testing Program
- Mandatory Return to Work
- OCIP Workman’s Comp Enrollment (except for excluded scopes such as heavy demolition, hazardous materials abatement/remediation, architects/surveyors/delivery drivers, etc.)
- Foreman Engagement & Accountability Series (if applicable)

1.7 COVID Controls and Vaccination/Testing Requirements

All personnel entering the VLL co-occupied buildings must provide proof of COVID-19 vaccination or undergo weekly COVID testing prior to entering those buildings. Confirmation and testing will be administered by the client-provided *COLOR*® system in place. Furthermore, all construction personnel must follow the most current Meta Covid-19 Guidelines for the Los Lunas Campus, Fortis, NM Health Authority, NM OSHA mandates for vaccinations, testing, face-coverings, social distancing, and illness notification and tracing as it pertains to COVID-19 prevention and controls.

Currently the requirements are as follows: Meta-approved masks must be worn both indoors and outdoors at all times unless in an isolated room or vehicle cab or when eating, drinking, smoking or performing personal hygiene regardless of vaccination status. Employees must notify the Fortis COVID tracing team immediately of all incidents of close contact to COVID-19 positive exposure, when people of the same household are being tested for potential COVID-19, any COVID-19 symptoms or illness. Personnel will not report to the project when sick and will abide by the Fortis COVID-19 Guidance for Projects including required testing and isolation or quarantine durations. Fortis COVID response, Sammy Chumpolkpakdee and Jacqueline Biesterveld, will incorporate Retrofits COVID reporting and contact tracing into the existing comprehensive program currently utilized by New Builds. The Fortis team will be responsible to immediately make notifications to CW COVID Case response email Covidpositive@fb.com for any Retrofits personnel identified as a P1 (i.e., Symptomatic and in the process of testing for COVID OR Confirmed positive for COVID).

The notification will provide the following details:

- GC Managed or Meta Managed Site
- Worker Name
- Employers Name
- Date Last Onsite
- Date Employer was notified
- Date Test was taken
- Date of onset of symptoms (if applicable)

Likewise reporting of positive cases from EHS to Fortis should be directed to VLLCOVID@fortisconstruction.com, please identify that the positive case is with Retrofits or Meta personnel or Meta vendors and identify which Fortis retrofits contractors are considered a close contact exposure (a “Person 2” or “P2”).

1.8 Harassment Policy

Anti-Discrimination/Anti-Harassment Policy: It is Fortis’ policy to provide for all employees, customers, clients, contractors, and visitors an environment free of behavior, action, or language that constitutes workplace harassment or discrimination. Period! The “workplace” includes when employees are on company premises, at a company-sponsored off-site event, traveling on behalf of the company, or conducting company business, regardless of location. Fortis will enforce all policies, based on all the legally protected classifications or statuses, against workplace harassment and discrimination. Such harassment and discrimination are not only a violation of Fortis’ policy but a violation of federal and state law as well.

What is harassment? Harassment includes verbal, physical, sexual, and visual conduct (includes any form of

bullying) that creates an intimidating, offensive or hostile working environment or that interferes with work performance.

Behavior such as telling ethnic jokes; making religious slurs; using offensive slang or other derogatory terms regarding a person's race, age, national origin, or disability; or mimicking one's speech, accent, or disability are examples of prohibited conduct and will not be tolerated. Retaliating against or harassing individuals by making derogatory comments regarding protected status or characteristics, and any other words or conduct that might create a hostile or offensive working atmosphere are prohibited.

Fortis Retrofits Org Charts

VLL Retrofits Logistics Map and Access Routes

4 Hazard Identification and Risk Management

4.1 Hierarchy of Controls

Risk management on the project will mitigate the hazards according to the hierarchy of controls: eliminate the hazard completely, substitution to replace the tool, method or approach with one that has a lessor or no hazard associated with it, engineering controls to attempt to design or utilize equipment to mitigate the hazard or risk factors by isolating people from the hazard, administrative controls by implementing process, communication or controls to change the way people work, and personal protective equipment.

4.2 EHS Risk Register

Fortis shall maintain an updated EHS Risk Register for the VLL1 F-16 Retrofits project that identifies the critical and high-level risk to people, property, environment or production associated with the SOW. The Risk Register will identify the means to control the hazards to the lowest risk practical.

Each trade-partner shall submit the Job Hazard Analysis (JHAs) for the scopes of work encompassed in the scope of work when submitting the Site Specific Safety Plan (SSSP) for the job. Contractor crew will be trained on the JHAs. Each crew will develop a written Pre-Task Plan after evaluating the work area, reviewing the JHAs, considering the CMOP (if relevant), and coordinating the work with their foreman. The plan will be discussed, reviewed, and signed by all people performing work and the foreman. During the daily inspections, the safety professional should review, coach or commend, and sign the Pre Task Plan.

If the task or conditions change over the course of work, the work should stop and a new or revised pre-task plan must be developed. Pre-Task Plan are to be collected, scanned and submitted to Fortis Safety weekly.

EHS Risk Register

5 Improvement Planning

The client EHS has identified Safety Key Performance Indicators (KPI) for the Retrofits projects that tracks demographics (Supervisor to Headcount Ratio & Safety Professional to Headcount Ratio), Safety Mojo Observations (10 per week per safety professional, 80% acts vs conditions, 50% positive reinforcement vs opportunity for improvement) and Lagging Indicators (Total Recordable Incident Rate, DART). Each trade partner will be responsible for submitting to Fortis the demographics headcount stats monthly, conducting Safety Mojo observations of 10 per week and reporting on injury, near miss incidents in a timely and accurate fashion. Fortis will be accountable for collecting and updating this data in Safety Mojo and shall implement a recognition program for excellent performance.

Score and Weight Logic of sample KPI

Select Campus	Select Date				Refresh Date
Demographics	Definition / Description	Actual Logic		Score Logic	Totals
Supervisor Ratio	Employees Per Supervisor (Higher Number = Worse Score)	Peak Worker Count / Number Of Superintendents	= 4.76	IF Actual < 7 then 100 ELSEIF Actual < 10 then 90 ELSEIF Actual < 15 then 80 ELSEIF Actual <= 20 then 70 ELSE 60	Score x Weight = 30.30 100 x 30.30%
Safety Person Ratio	Employees Per Safety Professional (Higher Number = Worse Score)	Peak Worker Count / Number of Safety Professionals	= 42.08	IF Actual < 25 then 100 ELSEIF Actual < 40 then 90 ELSEIF Actual <= 60 then 80 ELSEIF Actual <= 80 then 70 ELSE 60	Score x Weight = 2.40 80 x 3.00%
Observations					
Quantity	Higher the participation rate, The higher the score.	Issue Id's / Observation Goal (number Of Safety Professionals * 40)	= 1.23	IF Actual <= 1 then 100 ELSEIF Actual > 0.9 then 90 ELSEIF Actual > 0.8 then 80 ELSEIF Actual > 0.7 then 70 ELSE 60	Score x Weight = 30.30 100 x 30.30%
Quality - Acts vs. Conditions	Target of 80% acts	Acts / Issue Id's	= 0.96	IF Actual > 0.8 then 100 ELSEIF Actual > 0.7 then 90 ELSEIF Actual > 0.6 then 80 ELSEIF Actual > 0.5 then 70 ELSE 60	Score x Weight = 1.50 100 x 1.50%
Quality - Positive vs OFI	Target a balance of 50% between the two categories.	Positives / Issue Id's	= 0.75	IF Actual < 0.45 then 100 ELSEIF Actual > 0.4 then 90 ELSEIF Actual > 0.35 then 80 ELSEIF Actual > 0.3 then 70 ELSE 60	Score x Weight = 1.50 100 x 1.50%
Lagging					
TCIR (Total Case Incident Rate)	Frequency metric. (The lower the rate, the higher the score)	(Recordables x 200,000) / Work Hours for Campus	= 0.00	IF Actual < 0.5 then 100 ELSEIF Actual > 0.75 then 90 ELSEIF Actual > 1 then 80 ELSEIF Actual < 2 then 70 ELSE 60	Score x Weight = 30.00 100 x 30.0%
DART (Days Away Restricted or Transferred)	Severity metric (The lower the rate, the higher the score)	(Days Away x 200,000) / Work Hours for Campus	= 0.00	IF Actual < 0.5 then 100 ELSEIF Actual < 0.75 then 90 ELSEIF Actual < 1 then 80 ELSEIF Actual < 2 then 70 ELSE 60	Score x Weight = 3.39 100 x 3.39%
					99.4

6 Organizational Resources, Accountability, Responsibilities

6.1 Accountability & Responsibility

Fortis, as the general contractor, is responsible for development, management, and enforcement of this Site-Specific Safety Plan and all Retrofits EHS requirements. Fortis shall meet or exceed all applicable federal, state, and local health and safety laws, regulations, and requirements for tasks being performed. Fortis shall adhere to their own health and safety programs and training requirements, which will be updated and revised as conditions change.

The Subcontractor (i.e., Trade Partner) is responsible for initiating, maintaining, supervising, and enforcing the safety requirements as outlined in *Retrofits Vendor EHS Requirements, Safebook*, the *VLL Retrofits Site-Specific Safety Plan* and *Fortis Safety manual*. The Trade Partner is also responsible for ensuring health and safety provisions are enacted for their workforce, to include their sub-tier trade partners.

The Trade Partner shall train and inform their workforce and sub-tier trade partners of their responsibilities regarding the Project Safety Program. All Trade Partners shall actively participate in any training and/or meetings that are scheduled to discuss safety planning, initiatives, or programs within the project.

6.2 Safety Coverage

Fortis shall provide a SMA for the safety pillar of the overarching VLL Retrofits projects who will support Retrofits 25% time primarily on the shared service items between new builds and retrofits such as onsite medic, black hats training, drug testing, site access, safety mojo administration, OCIP claims review, etc. The VLL Retrofits safety SMA will be a shared resource with the VLL/VCN new builds work. Additionally, Fortis will provide a full-time, onsite Retrofits field safety manager who will be dedicated to the Retrofit projects 100%. The Fortis Retrofits Field Safety resource may cover multiple VLL Retrofits project simultaneously, but will not support new builds while VLL retrofits scopes are in pre-con or in progress. The Fortis Program Functional Pillar Lead for Safety will be shared 20:80 with Retrofits:New Builds. The resumes of Fortis Retrofits Safety personnel shall be submitted to the VLL LCE, VLL Safety CW and VLL Retrofits ICM, Retrofits LCE for approval.

The Fortis Retrofits & New Builds Program Safety Lead is Demetra Star, Demetra.star@fortisconstruction.com, (503) 969-7178

The Fortis VLL Retrofits Safety SMA is Sammy Chumpolkpakdee, Sammy.chumpolkpakdee@fortisconstruction.com, (505) 589-8856

The Fortis VLL Retrofits Field Safety is Mark Leahigh, mark.leahigh@fortisconstruction.com, 505-363-9700

Trade-partners shall provide a full-time, onsite safety professional dedicated to the retrofit projects for every 20 personnel committed to the retrofit scopes combined; each additional 60 personnel will require an additional safety resource.

The primary Electrical trade-partners (EC) must provide an onsite safety professional for any retrofit scope (regardless if their crews reach the 20-person mark or not). Other trade-partners with active Retrofit scopes will provide a part-time safety resource who shall evaluate the construction activity at least one time per week at a minimum and more during high risk, Transfer of Custody work, or client-sensitive scope.

All Trade-partner and Fortis safety professionals with work occurring, must still **conduct 10 safety behavior observations per week at the Retrofits project with Safety Mojo** regardless of if they support the job on a part-

time or full-time basis. Flexibility will be granted for vacations, holidays, and other conditions.

When a full time, onsite Safety representatives is required (i.e., when Trade partner’s headcount exceeds 20), this person can cover multiple retrofit scopes simultaneously on the same campus but cannot be a shared resource to both the New Builds projects and the Retrofits projects.

The full-time retrofit safety representative can migrate between retrofit and new builds only if retrofit is on hiatus, meaning the retrofit scope or pre-con has not commenced yet or has ended and no work is being performed or anticipated in the near future (i.e. a month or more). Part-time safety resources can be shared between new builds and retrofits.

7 Training, Competencies & Orientation

7.1 OSHA 10 Hr & OSHA 30 Hr

All Fortis and trade-partner PMs, Safety Professionals and lead superintendents shall complete an OSHA 30 hr Training, renewed every three years. All Fortis and trade-partner foremen and field leads shall complete an OSHA 10 hr Training, renewed every three years.

7.2 LOTO Training, NFPA70e Introductory Training

Any Fortis or trade-partner personnel involved in reviewing, approving, submitting or performing work involving LOTO, CMOPs or Control of Hazardous Energy will complete NFPA70e Introductory Training, LOTO Training and have a working knowledge and understanding of the CMOP and Transfer of Custody processes. Qualified personnel must complete NFPA70e training (or refresher) structured for electrically qualified personnel.

7.3 Minimum Safety Training & Orientation

All Fortis personnel and subcontractors must provide proof of training or acknowledgment of training (if it involves their scope of work) in advance of attending Orientation (or within ten working days of completing orientation). Personnel will not be granted access at the security gate until this criterion has been met:

- Emergency Procedures
- Fall Protection
- Hand Tools
- Hazard Communication
- Hazard Recognition
- COVID-19 Preventative Measures Plan
- Ladders and Stairways
- Planning
- PPE
- Scaffold User
- Trenching and Excavation

Additionally, each employer must provide specific safety training for each job function listed below including but not limited to the following:

- Excavation Competent Persons
- Foreman’s or Leadership Training
- Forklift
- Laser Use
- NFPA 70e, LO/TO and/or Electrical Awareness
- Silica awareness/competent person
- MEWP (Scissor/Boom lift)
- Operator (Heavy Equipment)
- Powder Actuated Tools
- Respiratory Protection
- Rigging/Hoisting
- Scaffold Erectors
- Permit Required Confined Space

Trade-partners will submit to Fortis the names of their designated competent persons for all applicable activities: Confined Space, Cranes, Excavations & Trenching, General Health and Safety Provisions, Hearing Conservation, Respiratory Protection, Rigging and Material Handling, Scaffolding, Silica, and Steel erection.

Fortis will maintain records of acknowledgment of training, names of qualified persons and competent persons designations submitted by the trade-partners and will provide them upon request (NM OCIP, OSHA or ICM). Each employer must provide confirmation of task-specific training to Fortis within a week of the training or periodically after the training has occurred over the course of the project. Fortis will provide minimum safety training and task specific training to Fortis employees, but any worker, vendor or owners' representative is welcome to attend.

For personnel who will need to enter electrical rooms a site-specific Electrical Arc Flash Awareness training is required.

All training records will be maintained on a single shared file located on ProCore. Fortis safety will develop the spreadsheet template and each employer safety rep or other rep will be responsible for updating their employees' training records after confirmation of the record. Information to be tracked in the spreadsheet will include:

- Employee name
- Contractor
- Training or Certification
- Training Date
- Date of expiration of the training if applicable.

Training and Certification logs should be updated by the employer within a week of new training not to exceed monthly.

Retrofits Orientation logistics will be as follows:

1. Trade-partner will request access/Retrofits orientation through the Fortis Admin (same system as New Builds)
2. Trade-partner will provide Training Acknowledgement Form and confirm Retrofits OCIP Enrollment
3. Fortis will provide access to the construction security gate and register employee for Orientation at the PEMB (Same system as New Builds)
4. Employee will submit CrewSite entry identified as Retrofits project
5. Employee will undergo onsite, pre-placement Drug Testing identified as Retrofits
6. Employee will register at COLOR kiosk with proof of COVID-19 vaccination or Testing
7. Employee will attend **VLL/VCN Site Orientation (generic)** in English or Spanish
8. Employee will attend **Retrofits-Specific Orientation (30 mins)** in English or Spanish
9. Upon successful completion of steps 1- 8, Fortis Security Access Manager will submit the person's name for Request and approval of a Clients "Green" Badge. Employee will need to pick up badge at VLL1/2/Admin Desk. Each Retrofits personnel will be issued a Retrofit sticker for their badge, a Retrofit hardhat sticker and Retrofit logo'd red Class II Vest to be worn when performing work under Fortis Retrofits scope. Fortis personnel will be issued the same red Class II vest but with both the Retrofit logo and the Fortis Logo. Any personnel transferring from Fortis new builds, Hoffman retrofits work, FacOps work to Fortis retrofits scope must don the Red Retrofit vest in order to clearly distinguish where and when they are performing work under the Fortis Retrofits scope.



Red Class II Retrofit Vest



Fortis Retrofit Vest Customization (White)



Retrofits Hard Hat Decal



Retrofits Badge Decal



Retrofits Electrical Room Training Decal

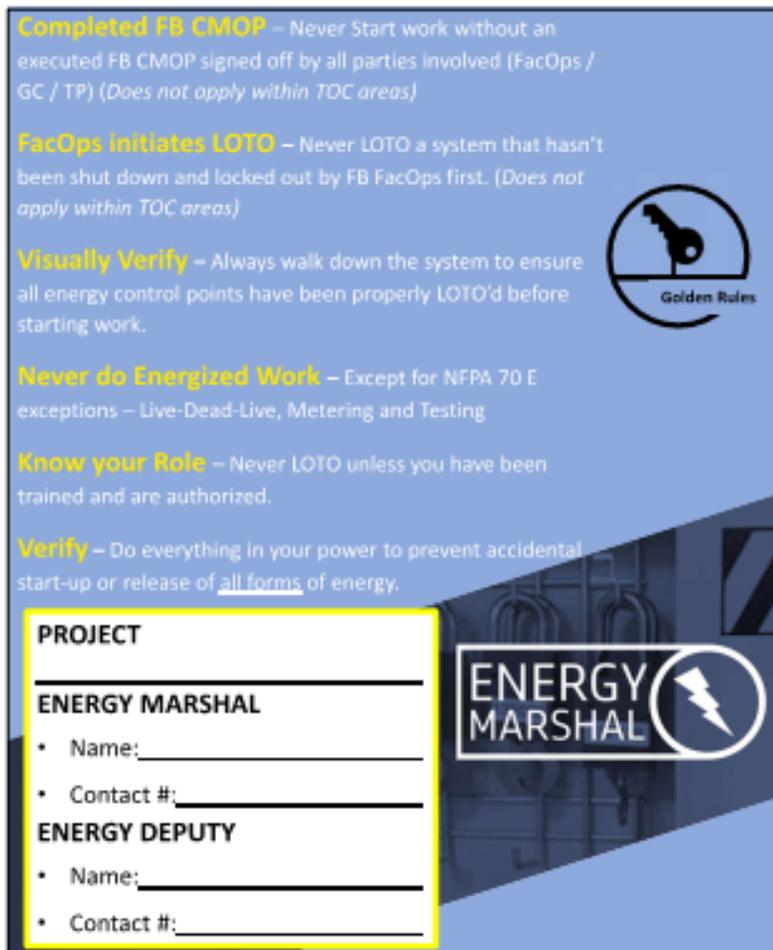
8 Document Control, C-MOPs, Energy Marshals

The Fortis Retrofits MOP Manager will be Brian Daniels, brian.daniels@fortisconstruction.com (505) 441-0094

All hazardous energy work must be coordinated & approved through the CMOP process with FacOps CFE.

- Trade-partner coordination for CMOP Creation
- Perform final review of SBS CMOP process prior to FacOps Submission (min 8 weeks prior)
- Review FacOps CFE CMOP adjustments / clarifications prior to final approval
- Receive final CMOP approval from FacOps CFE

Energy Marshals and Energy Deputies will be designated, trained, authorized and integral to any control of hazardous energy (CoHE), Lock Out Tag Out (LOTO), and Transfer of Custody work being performed. Both Fortis and trade-partners will designate Energy Marshals (Fortis and/or EC) and Energy Deputies (Mechanical, Electrical trades and Fortis) according to the Retrofits Energy Marshal guide. Energy marshals and deputies will be designated for electrical and fluid hazardous/potential energy according to their expertise and role. EMs and EDs accept the responsibility of the role by signing the agreement. The golden rules poster will be understood and posted; and EM and EDs shall have stop work authority.



The poster features a blue background with white and yellow text. It lists six golden rules: 'Completed FB CMOP', 'FacOps initiates LOTO', 'Visually Verify', 'Never do Energized Work', 'Know your Role', and 'Verify'. A 'Golden Rules' logo with a key icon is on the right. At the bottom, there is a form for project and personnel information, and an 'ENERGY MARSHAL' logo with a lightning bolt icon.

Completed FB CMOP – Never Start work without an executed FB CMOP signed off by all parties involved (FacOps / GC / TP) (Does not apply within TOC areas)

FacOps initiates LOTO – Never LOTO a system that hasn't been shut down and locked out by FB FacOps first. (Does not apply within TOC areas)

Visually Verify – Always walk down the system to ensure all energy control points have been properly LOTO'd before starting work.

Never do Energized Work – Except for NFPA 70 E exceptions – Live-Dead-Live, Metering and Testing

Know your Role – Never LOTO unless you have been trained and are authorized.

Verify – Do everything in your power to prevent accidental start-up or release of all forms of energy.

PROJECT

ENERGY MARSHAL

- Name: _____
- Contact #: _____

ENERGY DEPUTY

- Name: _____
- Contact #: _____

ENERGY MARSHAL 

Energy Marshal Golden Rules Poster

Work on Energized Electrical Systems is NOT ALLOWED on Retrofit Projects. According to NFPA 70e, checking voltage and rotation is not considered energized electrical work.

In the rare, unlikely situation where it is deemed that there is an OSHA defined “compelling reason” for energized electrical hotwork, a rigorous approval process involving META and Fortis Corporate must be initiated using the Fortis Electrical Work Permit and with the process described below. Additional notification must be immediately escalated to the ICM PM and site FacOps Facility Project Manager (FPM)

If it is determined that work is required on Energized Electrical Systems, the following minimum requirements must be adhered to:

- Prior Notification provided to FacOps CFE & FacOps FPM/ICM PM
- Prior to the work occurring, a CMOP detailing the operation must be submitted, reviewed and signed by the Energy Deputy (ED), or Energy Marshal (EM), and provided to FacOps CFE which includes the following minimum expectations:
 - a. CMOP is submitted a **minimum of 8 weeks** prior to the commencement of work.
 - b. Describes the energized work to be performed.
 - c. Specifies the estimated duration of energized work.
 - d. Identifies the hazards (e.g. - arc flash, flooding, chemical burns, etc.) and mitigative measures.
 - e. Specifies the required task-specific PPE the contractor (GC, TP, Supply Chain Partner, etc.) performing the work will provide (e.g. – specific PPE required by NFPA 70E or local authority / agency equivalent)
 - f. Includes a Step By Step (SBS) process that requires a designated, competent and qualified employee and Energy Deputy (ED) (or Energy Marshal (EM)) to sign off on each step of the process as it occurs.
 - g. Specifies that the ED (or EM) will not be performing any of the tasks and will serve in an approval process to ensure that each step has been done in accordance with the CMOP.
 - h. Require that suitable barriers be installed (wherever possible) to isolate the energized parts and/or devices that may cause a shutdown of a process.
 - i. Require that the work be performed by qualified and experienced workers. Appropriate certifications and documentation will be maintained.
 - j. Provides a plan for the safe closure of the permit / completion of work.

Care will be taken when working around energized parts so not to contact live parts, causing injury and/or system outage.

EHS Energized Electrical Work Permit

Transfer of Custody Process

All energized and charged systems in the client controlled VLL spaces are under the control and authority of IDC, FacOps and Meta EHS. A process called Transfer of Custody needs to occur when equipment and systems with Hazardous Energy require a protective process to control the hazardous energy (CoHE) during the transfer of Custody.

Transfer of Custody Process:

- CMOP (with LOTO plan) Submitted, Reviewed and Approved
- Fortis/Energy Marshal Posts TOC signs on all applicable equipment in advance of the transfer according to LOTO Plan
- Boundary Barriers are installed in advance of TOC
- IDC De-energizes systems & redundant systems according to the Single Line Drawings and LOTO Plan and applies Energy Isolation Device (EID) and Control Locks/Safety Locks with Tags.
- IDC Confirms Isolation (“Live Dead Live”) while Fortis/TP Energy Marshals and Energy Deputies, Fortis personnel and TP personnel observe.
- Fortis and Fortis Trade-partners apply Control, Supervisor & Safety LOTO Locks & Tags according to LOTO Plan
- Trade-partner confirms Isolation (confirm nomenclature, confirm on/off state of switch/fuse/breaker/valve etc., confirm correct positioning & installation of EID, confirm isolation “Live Dead Live”) while adhering to appropriate NFPA70e or company-established PPE and Boundaries.
- The custody of the system/equipment has now transferred to Fortis and Trade-partner.

9 Communication

Daily morning VLL1 logistics meeting will be held between Fortis superintendents, Trade partner superintendents and foremen, safety personnel, and Fortis MOP manager and in some case crews. Workplace pages and WorkChat will be the primary platform for communications.

The meeting intent will be to communicate:

- Permits
- C-MOPs
- Work Task Requirements
- Pass-down from prior shift
- EHS alerts (Red, Green, Amber, Health)
- JHAs

Weekly All-Hands Safety Meetings will be held in specified locations and delivered by Fortis Retrofits superintendents, Retrofits safety professionals, Fortis Retrofits PEs, Fortis Retrofits PM, ICM, and Blackhats to all personnel working on the Retrofits projects to share lessons learned, celebrate quality and safety wins, promote safety engagement and empowerment, make announcements, promote mental health and wellness, cover EHS alerts, instruct on safety policy relevant to the tasks, and any other safety climate or safety metrics pertinent to the phase of construction.

10 First Aid/ Emergency Action Plan/ Emergency Response

10.1 Responding to injuries

Every effort will be made to prevent injuries; however, should one occur, Fortis is committed to providing the best possible care to the injured employee. When an injury is not severe in nature

(such as for back strains, knee strains, bumps, small lacerations, punctures, bruises, insect bites, eye injuries and such) or when a worker wishes to be evaluated for preventative care (such as sore muscles, heat stress, or other indicating symptoms), contractors will be directed to use the onsite infirmary shared with new builds located in the Fortis PEBM.

The onsite medics will utilize WhatsApp to inform the Fortis safety team and the ICM LCE leads that an injured worker is being evaluated. Workplace and WorkChat will be used to communicate the injury to the Retrofits ICM and Fortis team. The contractor name, first aid treatment, next steps, location of incident and description of the injury and status will be shared on the WhatsApp list, the medics will be trained to distinguish between injuries occurring on the VLL Retrofits projects, VLL New Builds projects and VCN New Builds projects.

Additionally, trade-partner supervision will verbally notify the Fortis Safety Professionals of the injury status and if transport to offsite medical clinics is necessary. An onsite registered nurse will be available during dayshift and swing shift during working hours as is required by OCIPs in the state of New Mexico. The workers will be directed to attend the offsite clinic (Manzano Medical Group: Weekdays 8am – 5pm and Presbyterian Hospital: All other hours) accompanied by an employer’s supervisor or safety professional.

Once information has been collected by Fortis, the clients ICM Loss Control Engineer will be notified of the injury. Fortis will create an incident folder in ProCore and send an initial incident notification to a pre-set distribution list to alert the VLL ICM Pillar Leads, Retrofit CM, Retrofit CW, and Fortis VLL Retrofit Team & Leadership.

10.2 Return to Work Policy

All OCIP Enrolled Parties are required to comply with the ICMs Return-to-Work policy as outlined the Meta Safebook Manual Overview and outlined below. Failure on the part of the Enrolled Parties to Comply with all aspects of this policy may result in alternative measures. Meta will determine what constitutes reasonable accommodations.

- Fortis will ensure that all trade-partners have developed an aggressive return-to-work program that coordinates attending physician recommendations and restrictions. The intent of this return-to-work program is to ensure that all employees who can return to modified duty are provided a place to work.
- Each trade-partner will institute a modified return-to-work program for any injured employee who is covered or entitled to coverage under the workers’ compensation insurance provided in the OCIP. Failure to provide reasonable accommodations may result in alternative measures. Meta will determine what constitutes reasonable accommodations.
- If an employee is injured, a designated Safety Manager/Representative will accompany the injured employee to the clinic/hospital, to ensure that the medical professional is aware that modified duty can be accommodated, and to assist in getting prompt care to any injured employee
- Should an injured worker be terminated before their OCIP claim has been closed out the trade partners shall notify both Fortis and client ICM Loss Control Engineer prior.

10.3 New Mexico OSHA Notification

Employers will make notifications to NM OSHA for events that trigger OSHA reporting (death, loss of an eye, amputation, overnight hospitalization, or catastrophic event) and notify Fortis and

ICM Loss Control Engineer prior to making the call. Currently, confirmed positive COVID cases require notification to NM OSHA by the employer within 8 hours.

10.4 Right to Know

VLL Retrofits will have two workers Right-to-Know areas that will include all required BOLI, OSHA, WCA, Federal and NM postings. Each of these locations that has a WCA poster will have several copies of the Notice of Accident (NOA) forms and the New Mexico WCA injured workers workbook available for all workers. All Right-to-Know areas will include Drug and Alcohol-free workplace information sheets.

Additionally, the Right-to-Know areas will have information for workers that includes information regarding the emergency response plan, SDS administrator phone numbers, contact phone numbers and location of the on-site registered nurse and the State of New Mexico "Accidents Posters". The two workers Right to Know areas will be located within the VLL101 (PEMB) office building and the Retrofits Trailer City craft worker information kiosk. The information included at each right-to-know area will be expressed to all workers during site specific orientation and periodically at mandatory all hands safety meetings.

10.5 Injury Procedures

The first objective during an incident is to ensure the safety and security of the individual(s) that were injured or involved, other people on site, the public and the project. The injured worker will be escorted by a supervisor to the onsite nurse, or offsite medical facility. All subcontractors, vendors and owners' representatives are required to inform Fortis immediately of any injury that occurs onsite. Fortis safety will report any injury or any significant near miss to the clients ICM Loss Control Engineer.

The emergency response plan developed by the project will be communicated to all personnel at the Retrofits Site-Specific Safety Orientation, by signs prominently posted at the infirmary and in each of the mobile safety station locations. Furthermore, periodic review of the emergency response plan will be communicated at the weekly All-Hands Safety Meetings and on WorkPlace and WorkChat. The location and availability of the onsite registered nurses will be communicated at orientation, via signs, and at safety and health education trainings. The onsite nurse or an infirmary representative will attend orientation to promote the use of the onsite infirmary and additional resources that are available to workers and employers. All personnel involved in the emergency response plan will be given training to understand what their roles are in an emergency, what locations, and equipment they need to be responsible for and the communication flow during an emergency.

Annually, a drill will be conducted of the emergency response plan to test the effectiveness of the training. Maps with directions and contact information for the choice of Emergency Room and, separately, the directions and contact information for the Occupational Medicine Clinic will be posted at the mobile safety stations, in the infirmary, in the contractor offices and in the lunch trailers.

Each sub-contractor will be responsible for submitting their company or union drug and alcohol testing program and their Return-to-Work program and templates for review by Fortis during the Pre-Construction Meeting: those requirements are listed in the Minimum Safety Expectations as

deliverables. The contractor's Return to Work Program will meet or exceed the Fortis Return to Work Program and will include a Bona Fide job offer that lists the detailed job description of the offer that has been reviewed and approved (with signature) by the treating physician. If a contractor does not have an existing Return to Work program (or an equivalent version) they shall utilize the Fortis program and forms to return the injured worker as quickly as possible to work.

An Incident Review (i.e. Root Cause Analysis) will be conducted after an incident investigation. This is to determine the root cause of the incident and to facilitate continuous improvement and corrections of existing hazards or risks in processes. In attendance, will be the Trade-partners' and Fortis' superintendent, project manager, safety professional, injured worker(s), other involved workers, union stewards and witnesses. The Root Cause report (or Causal Analysis) will be communicated to the project team and used as lessons learned in toolbox talks, safety meetings, and Red/Amber/Green/Health Alerts.

The Fortis safety team will maintain daily contact with the onsite medical services provider. The onsite medical services provider will send weekly logs of cases. Fortis will be notified by the onsite nurses/medic and trade-partner of any cases that they recommend need outside medical treatment. Sammy Chumpolkadee will establish a monthly contact with the Manzano Medical clinic and Modern Pain & Spine

The Project Owner, Meta, Inc., shall engage the services of a third-party claims administrator ("Claims Administrator") for the Project. The Claims Administrator shall promulgate an Injury Communication Plan ("ICP") for facilitating return to work of injured employees. The plan shall provide for (1) appropriate communication to workers to ensure to the extent possible they are fully apprised concerning return to work policies; (2) the direct involvement of the employer of the injured worker in return-to-work planning and implementation commencing as soon as possible after the injury to the worker; and (3) continued communication concerning return to work between the insurer, the worker and employer for all injuries persisting beyond the completion of the project.

When the Project Owner, Meta, Inc. and Greater Kudu, LLC, and/or Fortis Construction receives information regarding substance abuse testing, medical treatment and medical conditions, or injury reports, such information shall be specifically communicated by the respective recipient to the worker's employer within four calendar days of the communication to the applicant.

10.6 Emergency Response Plan

Any near miss or injury will be reported to Fortis immediately to initiate the emergency response. The initial response will be to ensure that the area is safe to enter, and no further harm or damage can occur. A contractor who has a near miss, injury or illness is responsible for reporting the event to Fortis immediately. An emergency contact list of local utilities and service, emergency contact list for Fortis follows below. In addition, any injury requiring outside medical care, will be treated in a timely fashion and the root cause of the injury/incident will be evaluated and corrected by the project team.

An injured worker will notify his/her employer of any injury by completing the Notice of Accident (NOA) form. Because we're encouraging workers to utilize the onsite infirmary, any worker reporting with a work-related injury will be asked to complete an NOA. When a worker receives medical care at an offsite medical facility, his/her employer will be required to immediately complete the OCIP Treatment Authorization Kit (Claims Package) which Fortis will submit to OCIP,

cc the trade partner and also upload into the incident folder on ProCore for email distribution to a pre-arranged notification list.

The employer must also complete and submit a Fortis Grab & Go incident reporting form within 24 hours of the event. The long form Grab & Go is for significant near misses or injuries that required offsite medical evaluation or treatment, the Short Form Grab & Go is for minor near misses or injuries evaluated at the onsite clinic.

After an injured worker is seen at an offsite clinic, Fortis will attempt to have the worker sign the United States District Court District of New Mexico (USDC DNM) HIPAA Authorization to Disclose Protected Health Information form.

The employer must make every effort to return the injured worker to work (Return to Work Program) and provide work that stays within any medical restrictions given. A root cause analysis will occur with any severe injury (classified as OSHA recordable) or serious near miss to discover lessons learned that can be implemented on the project.

10.7 Major Medical Event

For any major medical event or incident, rather than calling 911, all Retrofits personnel will be trained to contact the Security Operation Center (SOC) who will in turn call 911 and initiate the site emergency notification system. Subsequently notifications need to be made to Fortis supervision and employer supervision. Trained Fortis personnel (Building Supt. & Safety) will establish Incident Command (IC), use the Construction Emergency Response Team (CERT) radios for communication, notify onsite nurse. The Fortis incident commander will assist SOC to establish personnel to help direct first responders to the injured worker. The onsite AED and Grab & Go Trauma Kit may be transported to assist the injured individual.

In cases of emergency, call SOC to contact 9-1-1. Presbyterian Hospital or UNM (Trauma) will be utilized with emergency situations such as profuse bleeding, fractures, difficulty breathing, allergic reactions, or loss of consciousness. The VLL/VCN campus will maintain a designated helipad for emergency life flight services located on the north of VCN near the onsite equipment rental yard area.

10.8 Evacuation of Co-occupied spaces

In co-occupied turned-over buildings on the Los Lunas campus, the construction teams will fall under the umbrella of the IDC/FacOps Emergency Response Plan/Crisis Management Plan; otherwise the Retrofits team will fall under the umbrella of the existing VLL/VCN Emergency Action Plan (for New Builds).

In construction zones, site evacuations or other emergencies that require notification across the project will be signaled with 1) CrewSite text & WhatsApp post, 2) Wireless Emergency System (WES) alert 3) WorkPlace & WorkChat and 4) air horns (supplementally). There may be some Retrofits scopes where the WES system and device can be installed and utilized on location in a per-project basis, so long as it does not interfere with the Building Emergency Response System. In those cases, the WES device will be located on a portable, plastic sandwich board with the appropriate instructions and signage.

All Retrofit personnel will proceed to the emergency evacuation point or marshalling point and report to their foreman for a headcount. Contractor Retrofit supervision will report to Fortis Retrofit supervision and appraise them of their headcount and status. In cases where the projects have multiple evacuation assembly locations, one Fortis crisis team leader will report to each evacuation

assembly area to act as the Fortis point of contact. Any persons not accounted for shall be reported immediately to Fortis crisis management team and to SOC by full name and last known location, so that it can be addressed. Marshalling points, evacuation routes, and signals shall be posted throughout the respective Retrofits projects and at minimum at the central entry location to the job. This information shall also be covered in Retrofit orientation and periodically at the morning Stretch & Flex, Logistics Meetings and All Hands Safety Meetings.

All trade partners shall participate and cooperate in any drill activities. Drills and exercises may be conducted periodically to test the functionality of a Site Evacuation and Emergency Action Plan. All drills

and exercises will be scheduled to minimize any potential impact to site and trade partner productivity.

If any problems are observed, they should be reported to Fortis supervision so that they may be addressed immediately.

10.9 Mobile Safety Stations & Fire Extinguishers

Whenever possible Fortis will provide and maintain a small, easily transported sandwich board or cart of first aid supplies, EAP and WES alert device near scopes of work in progress. If needed the cart or board will be removed daily at the end of the shift. All Fortis Retrofit personnel will be trained and stay current in First Aid/CPR/AED certification and also will know and understand their role on the Retrofit Emergency Action Plan.

Fortis Retrofit shall utilize the existing building fire extinguishers to meet the OSHA requirement that the general contractor provide adequate fire extinguishers in all buildings under construction. Fortis supervision will ensure that access and quantity of existing building fire extinguishers is available prior to the start of construction activities in co-occupied spaces. In construction only spaces, Fortis will provide adequate Fire Extinguishers, located at each level and near access/egress and in FE stands, where no further than 75 ft travel distance exists between fire extinguishers. Any trade-partner conducting hot work activity under a hot work permit shall provide supplemental Fire Extinguishers.

Important: Fortis and Retrofits trade-partners must only provide halocarbon-based clean agent fire extinguishers such as Halotron during Retrofits scope. Traditional dry chemical agent fire extinguishers (i.e. ABC Dry Chemical, Purple K) will NOT be allowed in any of the Retrofits laydown, storage, construction zones or periphery—Halotron (or equivalent clean agent) only.

10.6 Off-site Medical Treatment

If the onsite medical professional recommends off-site treatment for non-emergency injuries, contractors will be directed to the Manzano Medical Group, 505 Elm St NE, Albuquerque, NM 87102, Phone: 505-727-4915 Hours: Mon- Fri: 8am-5pm Closed Sat-Sun. After 5pm Mon-Fri or on weekend shifts workers will be directed to the Presbyterian Medical Center referenced on the emergency medical clinic map. To best manage the severity of the injury, each Employer-at-Injury shall provide a company representative to escort the injured worker to the offsite facility. In order to afford the best care of injured personnel being treated off-site, an offsite OCIP claims packet will be filled out prior to leaving the site (non-emergency) or the OCIP third party administrator will be notified by phone. Fortis will immediately notify client ICM Loss Control Engineer of any off-site medical treatment before leaving site. Major medical emergencies will be handled by contacting 911 for response and medical transport will beto Presbyterian Hospital-1100 Central Ave SE, Albuquerque, NM 87106. A Fortis representative or subcontractor supervisor will escort the injured worker to the offsite facility.

10.10 Helicopter Pad

The project will provide and maintain a helicopter pad to allow for rapid medical airlifts. Both the helicopter pad and the emergency marshalling area will be designated with signs and standard markings, are identified on the site logistics map and the location of which will be communication in orientation and during emergency response training.

10.11 Evacuation Postings

The notice to evacuate the buildings in co-occupied turned-over buildings will be signaled by the Building emergency alarms according to IDC/FacOps Emergency Response Plan. The Retrofit evacuation marshalling point will be located North of the VLL buildings in close proximity to the Retrofits “trailer city”. Emergency Muster Points signs will be posted at those locations and Fortis responders will mobilize to each location to provide the Point of Contact to SOC.

In construction zones, site evacuations or other emergencies that require notification across the project will be signaled with 1) CrewSite text & WhatsApp post, 2) Wireless Emergency System (WES) alert, 3) WorkPlace & WorkChat and 4) air horns (supplementally). There may be some Retrofits scopes where the WES system and device can be installed and utilized on location in a per-project basis, so long as it does not interfere with the Building Emergency Response System. When using an air horn in a repeating pattern of three blasts, follow by a short pause is the signal. The emergency evacuation point is located North of each building (VLL1, VLL2 etc.) near the trade-partner Retrofits trailers. All contractors are expected to check in with their foremen who will report to the Fortis superintendent. No one is to return to the building or leave site until the “All Clear” is given by the appropriate authorities or by the Fortis superintendent or representative.

10.12 Emergency Action

Decisions for a partial or complete evacuation will be made by the EPM or the building appropriate EPAC.

Important: After Evacuation Order goes out **all personnel in the affected building (or area identified in the message) will have twenty (20) minutes to report to the designated Muster Area.**

- Evacuate of a building and/or work area using an established route
 - Fire /Explosion
 - Unplanned Power Loss or Electrical Arc
 - Structural Failure
- Evacuate specific rooms and/or work areas
 - Medical Injuries
 - Extreme Heat conditions
 - Unsatisfactory Air Quality
 - Localized chemical spill
- Move to safe area inside structure
 - Adverse Weather
 - If necessary, evacuate a given structure and/or work area using a specific route
- Toxic Release
 - If necessary, evacuate a given structure and/or work area using a specific or advised route
 - Attempt to stay upwind of the Toxic Release at all times if location is known

Accounting for Employees/Visitors After Evacuation

Once an evacuation has occurred, the EPM or the most senior of the Fortis Construction EPACs will coordinate with Trade Partners and account for each employee or visitor assigned to them within a designated area of

responsibility. Each employee is responsible for reporting to their Trade Partner's appropriate responsible person so an accurate head count can be made. All employee counts will then be reported to the EPM as soon as possible.

Re-entry

Once the building has been evacuated, no one may re-enter the building for any reason, except for designated and properly trained rescue personnel (such as fire department or emergency medical professionals). Untrained people might endanger themselves or those they are trying to rescue.

All employees from any evacuated building(s) must remain at the Muster Point Area until the fire department or other emergency response agency notifies the EPM or any of the Fortis Construction EPACs that either:

- I. The building is safe for re-entry, in which case personnel may return to their workstations; or
- II. The building or assembly area is not safe, in which case Sammy Chumpolkadee or any of the Fortis Construction EPACs will instruct personnel how or when to vacate the premises.
- III. Fortis Construction senior management or EPACs **may** close the business after consultation with ICM and the Trade Partners. If customers, clients, or visitors are in the building, they will be advised to stay in the building for their safety or report to a designed site until they can be safely evacuated from the premises.
- IV. Unless there is an imminent threat, employees, customers, clients, and visitors will call their emergency contacts to let them know where they are and that they are safe.
- V. The EPM or any of the Fortis Construction EPACs will be allowed, at their discretion, to turn on call-forwarding or alternative telephone answering systems or services. The recording for voice mail or automated attendant will be changed to indicate that the business is closed, and that staff and visitors will be remaining in the building until authorities advise that it is safe to leave.
- VI. Building-specific assigned responsible persons may lock exterior doors and close windows, air vents, and fireplace dampers based on the nature of the emergency. These persons, familiar with the building's mechanical systems, could turn off, seal, or disable all fans, heating and air conditioning systems, especially systems that automatically exchange inside air with outside air. If there is a danger of explosion, these persons may close window shades, blinds, or curtains.
- VII. Building-specific assigned responsible persons will write down the names of everyone in the room and will notify the EPM or any of the Fortis Construction EPACs to report who is in the room, and their affiliations with individual trade partners, visitors or client.
- VIII. Building-specific assigned responsible persons will monitor designated communication methods (cell phone, secured WhatsApp "channel", or radio) for further instructions from authorities to determine when it is safe to leave the building.

Sheltering in Place

If weather conditions become potentially severe or chemical, biological and/or radiological contaminants are released into the environment in such quantity or proximity to the VLL retrofits sites, local authorities and/or the FacOps EPM or any of the Fortis Construction EPACs might determine that is safer to remain indoors rather than evacuate. The EPM or any of the Fortis Construction EPACs will announce shelter-in-place status by CrewSite mass texts, WhatsApp VLL Retrofit Safety Group channel or any other means of immediate notification available at worksite.

Severe Weather Activity or other Natural Disaster Events

A Fortis Safety representative, the EPM or any of the Fortis Construction EPACs will announce severe weather alerts (such as lightning or tornados) by cell phone, secured WhatsApp "channel", radio or other means of immediate notification available at the worksite. All employees will immediately retreat to a designated area until the threat of severe weather has passed as communicated by the above mentioned.

Anticipated weather threats to the VLL Retrofits project sites:

Lightning in Vicinity

Fortis Construction will monitor weather activity and advise when lightning is within ten (10) miles of the jobsite (using weather apps such as Weatherbug, Accuweather or other tools) and alert the jobsite using the assigned WorkPlace and WorkChat “VLL Retrofits Safety Group” page, mass CrewSite text, radio, Air Horns, and/or any combination of these. All staff are required to evacuate roadways and shelter-in-place. Cranes are required to land their loads, lower their booms, shut off all electrical power, then secure and leave the crane in place.

Severe Winter Weather

Fortis Construction will monitor weather activity and advise when Severe Winter Weather will affect site activities which may include closure. Alerts to the jobsite of an impending closure, and of a re-opening, will utilize assigned WorkPlace and WorkChat “VLL Safety Group” page, mass CrewSite text, and emails to key personnel. Prior to re-opening Fortis Construction will provide crew(s) to assess site conditions and take measures to treat/remove ice on exposed walking paths, stairs and roadways.

Tornado

Tornados can occur with little advance warning. Fortis Construction will monitor weather activity and advise when the VLL & VCN sites are included in a NOAA issued advisory or Tornado Watch. If NOAA issues a Tornado Warning, or if a Tornado is observed, employees are instructed to move to the central most areas of large, steel-construction buildings away from windows (VLL structures or PEMB) - employees are not to reside in trailers or vehicles during a Tornado.

Once the situation is considered safe an “All Clear” notice will be issued by Fortis Safety by CrewSite® mass text, WhatsApp posting on VLL Safety Group, radio, and/or targeted emails and phone calls. Each trade partner will conduct a roll call to account for all employees on site before possibly releasing them from the work sites. If employees cannot be accounted for the trade partner, Fortis Construction, Fortis Safety, Security and possibly local authorities will perform searches for the missing employees.

Emergency Action Plan

Emergency Scenarios & Actions

11 Monitoring & Measuring

Fortis and trade partner safety and supervision shall conduct regular inspections and assessments to ensure that stored material and equipment has approval to be stored in the co-occupied space, that it is stored on pallets, cart, dollies or other wheeled devices that allow easy and safe relocation/transport, and that it is protected from damage or incidental collision/impact with pedestrians or installed equipment.

Any equipment, material or chemical to be used during the scope or stored in laydown, or gen yard retrofit allotted areas must first be approved by the building chief. Fortis' liaison for approval request is Albert Villescas avilles@fb.com.

Chemical inventory must allow be pre-approved using the EHS Chemical Request Form attached to the proposed CMOP for the scope requiring the use of the chemical.

Equipment required to be calibrated or monitored/verified against known standards, is done so at appropriate intervals and the verification is document in some form. Example of this may be 1) Heads-Up display that monitors and displays the sounds levels in a construction area (load banks, generators, contractor tool use), 2) 4-Gas Meter that monitors CO, H2S, Oxygen, and LEL for Confined Space entry, 3) checking indoor air quality with wildfire smoke using *AirNow* or *PurpleAir* Apps, chemical use, carbon monoxide/exhaust, or dust generating activities, with specific devices or 4) measuring Heat Index using the *NIOSH/OSHA Heat Index* App.

12 Drug Free Workplace Policy

12.1 Retrofits Projects Drug Free Workplace Policy

All employees are prohibited from reporting to work under the influence of substances that would impede their ability to operate in a safe manner; including under the influence of prescription medicines that affect balance, cognitive processing, thermal regulation/dehydration (during high heat) or awareness. All personnel will be informed of the drug and alcohol free workplace policy during orientation.

The Retrofits projects shall enroll all Fortis personnel, trade-partner personnel, staff augmentation personnel, and tier-sub's performing work under the Fortis Retrofits contracts in the site drug free workplace program described in the *Fortis Construction Project Village of Los Lunas Drug Free Workplace Policy*. The Retrofits Drug Free policy will utilize and share the resources, process, test kits, DRs, labs and third part administrators of the Fortis New Builds program currently in place at VLL and VCN. In short, the policy involves 12-panel Drug (and Alcohol) test pre-placement drug testing (during orientation), post-incident testing (drugs & alcohol testing--if off site medical care is required or if significant impact occurs), reasonable suspicion (drugs & alcohol) and random drug testing (drugs & alcohol). The urinalysis screenings will be administered at the Onsite Medics offices in the PEMB. During orientation every person onsite will be informed that the project is a drug free workplace.

Retrofits trade partners designated representative (DRs) will be trained on the highlight of the Policy, the notification and logistics process for Pre-Placement, Reasonable Suspicion, Randoms, Post incident and actions needed with non-negative results.

New Mexico Workers' Compensation Administration allows an employer to seek a reduction in indemnity benefits owed to an injured worker (between 10 and 90%) based on the degree a worker's intoxication or influence that contributed to the workplace injury. All personnel attending orientation will be informed in writing of the Fortis VLL Retrofits substance abuse policy and the fact that the project is a drug and alcohol-free workplace. Additionally, workers will be informed how workers compensation benefits might be affected if they are found to be intoxicated and that the intoxication contributed to the workplace

injury. Workers will also be informed that refusal to take a post incident drug and alcohol test (or refusal to release the results) will result in no workers compensation benefits. Workers will be asked to sign an acknowledgement of the above information.

Post incident drug and alcohol testing to an injured worker will only occur once the injured worker is deemed to be in a stable condition and has been medically treated. The cost of all drug testing will be the responsibility of the Retrofits project

12.2 Fortis Personnel Drug Free Workplace Policy

Fortis is enrolled in the *Masonry Trust Construction Industry Drug Free Workplace Drug and Alcohol Program*. All active Fortis personnel follow this program and will be able to provide a Drug Free Workplace card to this effect. Any future professional hires will be enrolled in the program when dispatched. The onsite drug testing program aligns and interacts with the Masonry Trust program to operate efficiently.

In addition to the pre-employment drug test for Fortis personnel, the entire project (Fortis, sub-contractors, vendors, staff augmentation) will participate in a pre-placement drug and alcohol urinalysis screening program, random drug testing, reasonable suspicion testing and post-incident drug testing per the client's direction. This will take place in the Onsite Medic facility located in the PEMB.

13 Incident Notification

All incidents and Near Misses must be immediately report, investigated thoroughly, critically analyzed, and whose contributing factors are corrected in a fashion that results in prevention of reoccurrence or overall continuous improvement of the Retrofits safety program.

An incident or near miss is defined as:

- An occupational injury or illness (or a close call of one: near miss)
- Damage to physical assets, environment, product, production, or reputation (or a close call of one: near miss)
- Exposure to Legal Liability
- Excursions of occupational exposure limits (i.e. PEL)

Fortis Safety will log all Retrofits incidents and near misses on Safety Mojo within 24 hours of Fortis being informed of them.

The sequence of injury notification is included in the Chart titles Emergency Notification Flow Chart and will be as follows:

1. Security Operations Center (SOC 505-389-4800) will be informed of **any emergency**: injury, impact or near miss that occurs in the buildings.
2. SOC will call 911 or alert emergency response teams, as needed
3. Fortis Retrofits Supervision will be notified by contractor supervision:, Shaun Key, Jesse Hernandez and Sammy Chumpolpakdee.
4. Fortis Retrofits Supervision will notify their counterparts at ICM. Albert Villescas, , Cary Carter, John Riotte.
5. Fortis Retrofits Safety SMA (Sammy Chumpolpakdee) ensure that the event is announced on the WorkPlace Emergency notification page. The Fortis Safety SMA will also create a folder in ProCore and issue an *Initial Email Notification* to an established distribution list which will include John Riotte, ICM Pillar Lead, Cary Carter, Steve Yip, Fositi Marie Athey, EHS, Fortis VLL Retrofits team and the relevant

trade partner.

6. Significant incidents (and recordable injuries) will be investigated, a root cause analysis will be conducted, a report will be generated/distributed and if deemed necessary, a red, yellow, green or blue alert will be issued. Trade-partner safety and leadership will be responsible for documenting and submitting the investigation (Grab & Go, Short Form, Photos, collecting PTPs etc.) to Fortis; and if an RCA is deemed necessary, the Trade-partner safety professional will be responsible for conducted the preliminary “discovery” portion of the investigation and filling out and submitting the brief description, timeline of events and some background information of the RCA template in advance of the incident review. Fortis will ensure tracking and closure of the corrective actions by the responsible parties and timelines agree upon in the RCA.

Emergency Notification WorkFlow

14 Lifesaving Rules, Guiding Principles and Commitments

The Retrofits Specific Orientation will highlight the material covered in this site specific safety plan. Specifically, it will present and ask for commitment to the 7 LifeSaving Rules, the 7 Personal Accountabilities and the 7 Fortis/ICM Commitments.

Lifesaving Rules:

1. Suspended Loads: I will respect boundaries regarding suspended loads and lifting operations
2. Working at Heights: I will always work with fall protection whenever there is a fall exposure of 6 ft or greater or whenever I'm working within 6 ft of an open edge.
3. Control of Hazardous Energy: I will never start work without first confirming that equipment is isolated and energy free.
4. Restricted Areas or Crossing Barricades: I will never enter a permit-require confined space or cross a red danger barricade without authorization, assessing the space and training
5. Operating Equipment and Forklifts: I will only work if I am trained, and my equipment is in safe working order. I will operate responsibly and will take into account the conditions in the environment.
6. Approaching mobile equipment: When approaching mobile equipment, I will first make eye contact with the operator and get permission (hand signals) from the operator that I'm authorized to enter the space.
7. Safety Devices: I will never tamper with, remove or disable a safety device. I will use the device in the manner it was designed to be use. I will not remove a tool guard.

Personal Accountabilities:

1. I am empowered to stop any task that I see as unsafe
2. I will not place others at risk
3. I will report hazards, incidents and near misses
4. I will stop work if I feel I do not understand the task well enough to perform it safely
5. I will come to work rested, fit for duty (both mentally and physically) and free from the effects of drugs or alcohol
6. I will inform my supervisor if I'm feeling fatigued or ill
7. I will comply with all the environmental, health and safety rules

Leadership Commitments:

1. Lead by Example
2. Mitigate Risks
3. Give People a Voice
4. Show you Care
5. Collaborate
6. Celebrate Success
7. Continually Improve

15 Logistics and Access

15.1 Project Address

Fortis Construction VLL Retrofits
4250 Messenger Loop NW
Los Lunas, NM 87031

15.2 Logistics and Site Access

The entire campus, site offices, office parking lots and rental facility will be located within a perimeter security fence. The craft parking lot for Retrofits have two locations: 1) is located near the PEMB during orientation or prior to the worker being issued a Meta badge and 2) in the paved parking lots near the co-occupied buildings and is accessible only by badged individuals.

Access into the PEMB area will require security clearance on a construction access list (for delivery drivers or new hires) or display of a Meta badge attained after attending orientation, completing a drug test and issuance of a Meta photo badge. Personnel using the craft parking lots will access the secure construction site utilizing their issued badges at the security turnstiles. There will be one access road: vehicle access into the site premises will go through Gates 1 & 4. All delivery vehicle access will go through Gate 1; security guards are located at Gates leading to site access.

The contractor project team (including major subcontractors) will utilize a shared office space in VLL101(PEMB). VLL101 (PEMB) office building will provide parking for the users of the building. In addition to housing office space, VLL101 (PEMB) will host the site-specific safety orientation training room, the logistics room, restrooms, the project infirmary, onsite nurse/medics, COLOR Kiosk, and drug testing facilities. Additional Retrofits contractor trailers will be located north of the occupied buildings (Retrofits only), and also east of rental supply company inside the construction area.

Additional contractor trailers may be located around the site as construction progress dictates available space. The New Builds Construction Manager, Jeff Fromm, and New Builds Site Superintendent, Jeff Porter, will coordinate lay down space and trailer locations for any contractors within the perimeter fence but outside the turned-over buildings. VLL101 (PEMB) office building area and surrounding parking lots and walkways will be considered PPE-Free zones; walkways/paths designated onsite will be considered a construction zone requiring the minimum standard PPE (hard hat, safety glasses, class II vest, long pants, and work boots) unless designated by signs identifying it as a PPE-Free pathway.

Craft parking will be located on the property and accessed via the South Access Roads. It too will be considered a PPE-Free zone. Way-finding signs will be posted for direction to all areas. The construction zones will be clearly marked with informational signs outlining the required PPE for those areas. All PPE-Free walkways established on the project will be clearly marked and posted with PPE requirements.

Access into the construction zone will be via a designated pedestrian walkway and will require display of a project badge. Multi-stall restroom facilities with running water and flushing toilets will be located by the craft tent, craft trailer cities and porta-johns will be located throughout the construction site.

There is a haul road around the perimeter of the building's construction buildings VLL1 – VLL6 and VCN. Access roads outside the construction fence shall maintain a speed limit of 35 mph. Roads inside the fence (haulroads) shall have a speed limit of 10 mph. Roads, located in construction zones

(between buildings or dirt roads on the side of buildings), shall maintain a speed limit of 10 mph. Parking areas where pedestrians reside shall have a speed limit of 5 mph.

15.3 Site Logistics plan

See Maps on Page 11 of this document

15.4 Pedestrian Walkways

Pedestrian walkways will be maintained to be free of trip hazards, holes, depressions, and similar. Pedestrian walkways will be installed between any areas the workforce is expected to routinely access on foot. Where a pedestrian walkway is adjacent to a road/equipment pathway, an acceptable hard barrier selected by Fortis will be implemented to provide clear delineation for safe passage and use by pedestrians. Fortis will be responsible for clearing snow and ice along pathways between construction trailers & laydown and the building entrance and especially along emergency egress pathways to emergency evacuation muster points.

16 Personal Protective Equipment

All personnel in all construction zones on the VLL Retrofits project are required to wear the following minimum PPE:

- Hard hat or Helmet: Class G, Class E or Class C
- Safety glasses/Prescription Glasses/OTG: ANSI Z87.1 for impact & coverage (side shields/visor)
- High Vis Vest: **fluorescent red** high visibility ANSI Class 2 vest or shirt or jacket labeled RETROFIT in co-occupied spaces. Any Class 2 vest/shirt/jacket in other construction zones.
- Sleeve length: shirt with a minimum of 4" sleeve
- Pants: Long pants (no sweatpants, shorts, or tears)
- Workboots: substantial soles, above-ankle workboots
- Gloves: on persons, gloves must be worn when hands are at risk, when cutting, drilling, grinding, material handling or welding and must be specific to the task and conditions
- During the COVID-19 Pandemic: Meta approved Face coverings

A fluorescent red ANSI Class II Retrofits customized vest will be provided by Fortis to all personnel completing the Retrofits Orientation and Access requirements. The vest will be customized to identify any Fortis trade partners performing scope under the Fortis Retrofits contract. Personnel performing work intermittently for FacOps, the New Build and Retrofits, must (only) wear the Retrofits vest when performing Fortis Retrofits scope.

Hands must be protected with cut-resistant (ANSI Cut 5 or better), metal mesh, leather or Kevlar gloves when working with saws, knives, and materials with sharp edges (sheet metal, metal stud, glass, jagged debris, etc.)

Substantial leather footwear is required to be worn by all individuals on the project site. Footwear must meet or exceed ANSI requirements and cover the ankle. Inappropriate footwear with thin or badly worn soles should not be worn. Full foot protection (steel toe or composite toe boot) is required for operating tampers, or other equipment that may substantially impact the toes. Meta-tarsal guards are required when operating jackhammers or other equipment that might impact the meta-tarsals, etc. Chemical-resistant boots are required to prevent skin contact with irritant and/or hazardous chemicals, such as during concrete pours or chemical stripping, or chemical flushing of pipes. The worker must wear footwear as required by the SDS.

Hearing protection is required whenever the levels exceed the OSHA guidelines of 85 dBa or it is determined that the hazard is significant enough to warrant hearing protection. Examples of work on Retrofits projects that may require hearing protection depending on proximity to the sound include areas where load banks are operating, areas where generators are operating, using a powder actuated tool, core-drilling/saw-cutting activities, cutting metal studs, amongst others. The full Fortis hearing conservation program is included in the Fortis Safety Manual.

Personal Fall Arrest or Restraint is required in areas with fall exposures of 6 feet or greater when the fall exposure is not otherwise prevented or protected. The Retrofits project required a fall protection lanyard and harness be worn and connected in all operations Mobile Elevated Work Platforms including scissors lifts (use self-retracting lanyards) and boom lifts (any lanyard is acceptable).

All overhead or at-shoulder drilling, chipping or cutting requires double eye protection (safety glasses and face shield), goggles or Spect-a-goggles to prevent falling debris, shavings or dust from injuring the eyes.

Furthermore, all grinding, cut-off saw (commonly called hot saw, maniac saw, animal saw or demolition chop saw) or chainsaw activities, requires both eye and face protection, meaning both safety glasses and (full-face) face shield must be worn. The face shield can be either polycarbonate or wire mesh face and the safety glasses must meet or exceed the ANSI z87.1 standard.

Those individuals required to wear a **respirator**, air-purifying or supplied-air system, must undergo a medical evaluation which may include a pulmonary test, have a respirator fit test performed and receive training in the usage of the equipment prior to use. Individuals choosing to wear a filtering face piece (ie. N95, dust mask) for voluntary purposes such as wild fire smoke or nuisance particulates, must be provided with a copy of OSHA's Appendix D for Voluntary Use & Storage of respirators. The full Fortis respiratory protection program is included in the Fortis Safety Manual.

17 Permits to Work

At a minimum, the following Permits are required to be completed and submitted on a C-MOP for approval prior to being authorized to perform the work:

1. Permit-Required Confined Space Entry (Fortis Permit)
2. Critical Lift (Fortis Permit)
3. **Energized Electrical Work (Meta Permit)**
4. Excavation: Don't Hit It (Fortis Permit)
5. **Hot Work (Meta Permit)**
6. Scaffolding (Fortis Permit)

17.1 Generator and Roof Access

Access to the generator yard, including equipment laydown yards, prior to entry, Fortis and trade-partners must coordinate access through the Chief Field Engineer of the specific building [who are they, names, contact]. That coordination must be noted in the C-MOP follow-up up by the preferred method of contact (text, email, phone)

Security Operations Center (SOC 505-389-4800) must be notified by Retrofits contractor prior to accessing the roof.

Gen Yard Access Permit

17.2 Barricading

Although, red Danger tape/rope, yellow Caution tape/rope, and blue Finished Work tape/rope will not be strictly prohibited, it will be the barricade of **second choice**. Instead, Fortis requires red Danger rigid barricade, yellow Caution rigid barricade, and blue Finished Work rigid barricades to be use and installed in all co-occupied workspaces in order to 1) demark the Retrofits construction activity 2) communicate the level of danger and 3) prevent unauthorized entry.

Lightweight, plastic, color-coded crowd control barricades with ADA feet which fold flat for storage will be customized with red, yellow or blue chevron adhesive tape and Danger, Caution or Finished Work Signs. The barricades will have a means of connecting one to the next and will have a clear gate access incorporated into the assembly. The crowd control barricades will be kept clean prior, during and after use and will be in new or “like-new” condition. The Danger, Caution or Finished Work signs will alert others to the nature of the risk and will inform who and how entry will be authorized. Barricades will be assembled so that the loop is closed, the assembly is not at risk of toppling or impacting surrounding equipment or personnel, the gate is easy to identify, and the area is well lit and visible. The gate will be installed with a brochure box so that the contractor generating the hazard can post a danger/caution/finished sign that includes: Nature of the Hazard, Company Name, Contact Name, Contact Number, Duration of Work. Examples of when tape might be used in conjunction (or instead of) the rigid plastic barricade are if a rigid barricade impedes access to FacOps equipment or the configuration of pipes, race ways, or other systems prevent safe or practical use.

All rigid barricades must be requested and managed by the contractor creating the hazard or impediment; even if the actual installation and dismantling of the rigid barricade is done by others. Once the barricade is no longer necessary, a removal request shall be made by the contractor who required the barricade initially. No high hazard exposures may be left unattended. Unauthorized entry into a Danger, Caution or Finished Product barricade areas may result in removal from site or termination.

Rigid Barricade/tape/ropes must be removed at the end of each shift. If a hazard remains overnight, then the hard barricade and signage must remain intact.



Mock up of Red Danger Barricade



Mock up of Yellow Caution Barricade



Mock up of Blue Finished Product Barricade

17.2.1 Red Danger rigid Barricade/ Tape / Rope

To manage any imminent danger to life and health (IDLH), red danger barricade/tape/rope shall be used. All barricades or tape shall be accompanied by a red danger sign listing the hazard and contact information of the responsible party who posted the barricade and sign. A red danger barricaded area must fully encompass the hazard it is intended to identify and protect personnel from entering. A red danger barricade sign shall be used and must have a Fortis building or area superintendent approval and signature on the established barricade. The method to attain authorization for entry into a Red Danger area involves contacting the point of contact for that barricade (found posted on the barricade or in the brochure box on the gate) to request entry. Entrants must have a legitimate business reason for entry, must understand the potential hazards and methods to protect themselves, and must be wearing the minimum construction PPE and any additional PPE required by

the authorizing person.

17.2.2 Yellow Caution rigid Barricade/Tape / Rope

To warn of potential hazard(s) or alert personnel to proceed with caution, the yellow caution barricade/tape/rope shall be utilized. This shall be accompanied by a yellow caution sign listing the hazard, company name, duration and contact information of the person who required the caution barricade. Personnel may cross this barricade type once they understand the potential hazard(s) present so long as they are wearing the minimum construction PPE and any additional PPE required by the sign.

17.2.3 Blue Finished Product Barricade, Pennant Flag

To mitigate damage to finished product and to alert occupants of an impediment (wet paint, curing concrete etc.), Blue Finished Product rigid barricades/tape/pennant flags shall be used. This shall be accompanied by blue signs listing the contact information of the responsible party who posted the barricade and sign. The area to be cordoned off shall be coordinated with a Fortis Retrofit superintendent through the ICM counterpart and shall require approval and signature on all restricted access work areas. The installation of the Blue Finished Product Barricade, pennant flags, signs and candle sticks must be requested and managed by the contractor whose finished work presents an impediment. Once the barricade is no longer necessary, the contractor who initially required the barricade shall request and oversee its removal. Unauthorized entry into a blue finished product barricade area may result in removal from site.

18 Hot Work

Hot work is any construction activity that creates heat, flames, sparks or slag, this includes but not limited to cutting, grinding, brazing, soldering, torch work, and welding. A FB AXA XL Hot Work Permit is required when performing hot work in the buildings or near the exterior of buildings--like in Gen Yards or Switch Yards.

Fortis supervision will ensure that hot work permits are issued per single job and shift. Trade partners will ensure that all controls required by the hot work permit are in place and working, such as supplemental Halotron Fire Extinguishers, negative air machines or local exhaust ventilation such as "smoke-eaters", approve and planned shielding of smoke detectors, a 1-hour fire watch, putting alarms into test mode, personnel trained in extinguishing fires or trained to evacuate in case of fire and removal of combustibles.

Heat guns must be trigger activated, have rapid cooling fans that persist after the trigger is released to dissipate heat quicker, and must not have triggers which can lock or hold. So long as combustibles must be removed from the area and not open holes or walls are in proximity to their use, heat guns are considered low energy hot work and will not require a hot work permit for use.

Oxygen and Acetylene cylinders must always be transported in an upright position, ideally in a wheeled cart, with the cylinder regulators removed and safety caps in place. Regulators must always be closed when the torch and hoses are left unattended, or the task is complete. Gauges and regulators should be clean and free of grease and oil.

No storage of oxygen cylinders in rooms where flammable or combustible liquids (including grease) are used. Oxygen and Acetylene cylinders shall be stored separated by at least 25 ft when not in use/carts and secured to prevent tipping.

FB AXA XL Hot Work Permit

19 Traffic Management and Forklifts

All vehicles, mobile equipment, forklifts and Side by Side UTVs (“buggies”) must be inspected, in good running order, and identified with company name. Passenger motor vehicles (cars, trucks, road-worthy vehicles) must have current registration and operators must be licensed to operate. For other vehicles and equipment, operators must be trained and certified in the equipment use. Forklifts must be inspected daily before use. Follow the posted speed limits and reduce speeds to 5 mph in active construction zones or around bicyclists. All operators and passengers must use seat belts. In vehicles without turn signals, hand signals shall be utilized to relay turns. Unoccupied vehicles must be shut off. Ensure loads cannot or have not shifted, cannot inadvertently release chemicals, and will not tip or fall off once released.

Passenger motor vehicles (i.e., cars, pick-up trucks) must be equipment with anti-lock brakes, three-point seat belt with point tensioner, side curtain and front air bags. All work vehicles must have seat belts for both driver and passengers, speedometer or equivalent, warning devices (back up alarms) to prevent accidents with pedestrians

19.1 Buggy Standards and Requirements

Buggies must be installed with after-market 6 ft tall visibility flags, lights, and horns. Most buggies operated on Fortis projects are the “side-by-side” style of UTVs intended to be “people-movers” or used for hauling small amounts of materials or small tools. They are not intended to move substantial loads or materials or used for prolonged periods of time. Buggy drivers must be trained in the safe operations and maintenance.

If ATVs or UTVs are used for other purposes, this should be taken into consideration when conducting the hazard assessment, determining appropriate PPE or when requiring accessories/feature such as windshield wipers or heater/AC. ATVs, UTVs and Buggies will be used interchangeably throughout this document. The full Fortis ATV policy can be found in the Fortis Safety Manual.

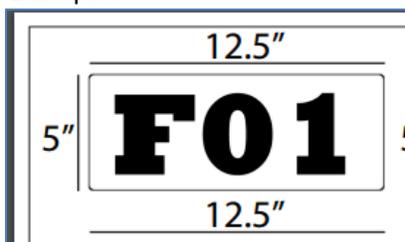
All loads must fit in the confinement of the buggy and/or buggy trailers.

All company buggies on the jobsite shall be identified as noted below:

- Black lettering on white reflective background; sample is shown below.
- 5” x 12.5” size.
- Stickers will start with their company acronym (i.e.: “CEI” is for Cupertino) followed by a number.
- The sample shown below indicates an “F” for Fortis followed by the buggy number, “FB” is Facebook, Meta, WPI, etc.

All buggies shall have two labels per buggy; one shall be placed on the front right side of the hood; one shall be placed on the upper right or left of the back tailgate.

Label Example:



20 Working at Heights

Fortis requires that all contractors comply with the Fortis Site Specific Fall Protection policy and with State and Fed OSHA regulations for falls and falling objects, however in addition to these requirements the project requires that all fall exposures of 6 ft. or greater must be mitigated with fall protection. Furthermore, stair landings, loading docks and steps with 4 or more risers must be protected with guardrails/stair rails. Holes greater than 2" in diameter with fall exposures must be protected with labeled and secured hole covers able to withstand 2x the intended load. **Tool tethers are required when working at heights in co-occupied spaces.** Barricading must be in place below areas of overhead work.

100% Tie-off is required on the roof within 10ft of low parapets and any other fall exposures of 6ft or greater (such as floor penetrations or openings in the pre-cast panels). **Meta EHS requires personal fall protection in both boom lifts and scissor lifts in the co-occupied spaces.** Consider utilizing a self-retracting lanyard (such as a 6-ft DBI SALA/3M Nano-Lok lanyard or equivalent) in scissor lifts because the built in tie off points in many scissor lifts are designed for use with personal fall restraint (not personal fall arrest). Nonetheless, each contractor performing work in the MEWPs in the co-occupied spaces must review, understand, be trained and follow the manufacturer's recommendations for fall protection and safe MEWP use.

Default to using guardrails, hole covers, platforms, scaffolds and lifts to eliminate the fall/falling object risk. If not possible or practical, utilize personal fall restraint systems to prevent access to the fall exposure. The last option to preventing falls is personal fall arrest. Anchorage points and statics lines shall be designed, installed, inspected, and maintained by a competent person designated by the employer. A qualified person must approve/design anchorage points and fall protection systems not clearly within a fall protection manufacturer's specifications for use.

Prior to working on roofs with fall exposures, Fortis or the appropriate contractor will establish a warning line in accordance with OSHA using delineators, yellow plastic chain marked every 6 ft. with signage and will require 100% fall protection tie-off beyond the warning line. OSHA exceptions given to roofers for utilizing safety monitors will not be honored on this project, meaning that all personnel including roofers must have 100% fall protection (such as guardrails, hole covers or fall protection tie off) for all fall exposures on roofs. The approach of the project will be to require passive fall protection (such as hole covers, or guardrails) to be installed by the appropriate contractor prior to releasing the area for general access.

Fortis requires that all trade partners develop and submit a written fall protection plans for all activity that involves or anticipates fall exposures that are specific to this project and the contractor's scope of work. The written plan will be referenced on the Pre-Task Plan which will be reviewed and signed by all personnel in the crew prior to performing work in the area. A fall rescue plan must be in place and practiced prior to performing the work at heights.

Fall protection equipment will be inspected daily by the user and annually by a competent person (i.e. Safety Coordinator). The annual inspection will be documented on the equipment itself and on a log. Any fall protection equipment that does not pass inspection or which has been used during a fall, must be removed immediately from service to be repaired by the manufacturer (if serviceable) or disposed of (if not).

20.1 Ladders

The Retrofits project will adopt a "ladders last" approach. Ladders shall only be used when all other options have been exhausted. Falls from ladders is one of the leading causes of construction fatalities. Fortis recommends

taking a “ladders last” approach when accessing elevated work areas, meaning explore using other safe options such as aerial lifts, stair towers, or scaffolds whenever possible before resorting to selecting a ladder.

When ladders are used, ladders must be used in a safe manner following all OSHA and manufacturers guidelines. **All ladders to be used for VLL Retrofits shall be a platform/podium type ladder, no standard A-frame type ladders shall be permitted.**

All ladders must be designed for heavy-duty industrial use (minimum 1A) and be in good working condition.

Metal frame ladders are prohibited.

All ladders shall be marked with owner identification. All ladders shall be visually inspected prior to use each day. Quarterly ladders will be inspected and marked at eye level with color coded tape: White tape for Jan – Mar, Green Tape for Apr – Jun, Red Tape for July – Sept, Orange tape for Oct – Dec.

When ascending or descending a ladder, the user shall face the ladder and use both hands, always maintaining 3-points of contact.

All stepladders and extension ladders shall be used one person at a time unless designed otherwise. Astepladder shall never be used as a straight ladder unless it has been designed to be a “leaning ladder”.

All extension ladders must extend 3-feet over the supporting object when used for access to an upper level. The extension ladder must be secured from movement at the top and bottom (where possible) and equipped with non-skid feet.

20.2 Scaffold

Personnel utilizing scaffolding including baker scaffold and stair-towers must complete a scaffold user training.

All scaffolds (except baker scaffolds) will require a tagging system to indicate their state of readiness for use. Scaffold tags must be of durable construction and be securely attached to eliminate detachment.

Because Baker scaffolds are exposed to constant vibration and dynamic forces, the use of a fixed tagging system provides a false sense of security, thus they must be inspected prior to every use including after breaks and lunch.

A Competent Person must sign the tag after inspection and prior to employees using the scaffold.

- Red – Do Not Use
- Yellow – Use with specific instructions (i.e., 100% tie off)
- Green – Ready for Use

20.3 Mobile Elevated Work Platforms (MEWPs): Scissor lifts, Boom lifts

All MEWP operators must be competent and authorized and designated to operate the controls of an MEWP. Feet must stay planted on the platform of the lift. Meta requires that all MEWP occupants use 100% fall restraint while in an MEWP; this means a retractable lanyard must be used to ensure restraint (verses arrest). All MEWPs shall only be operated by personnel who have been trained and qualified on the model that will be operated. An inspection checklist must be

completed each day by each operator prior to use. The completed checklist must be located on the lift during use and a copy submitted to Fortis monthly. MEWPs must be equipped with anti-crushing/anti-entrapment safety features plus a safety feature that allows the lift to be lowered from the ground.

21 Permit Required Confined Spaces

The Building owner shall inform Fortis and trade-partners of all identified confined spaces in the building; each confined space is labeled at the point entry. Confined Spaces classified as Permit Required Confined Spaces by the Building owner cannot be re-classified or downgraded. All Permit-Required Confined Spaces identified by Fortis or by the owner will be cataloged and communicated to all personnel on the project at orientation and over the course of planning for the work such on the Risk Register and CMOP. Fortis maintains a robust Confined Space Program in the Fortis Safety Manual; this program will be utilized for VLL Retrofits programs when working around or entering confined spaces.

All Retrofits personnel who may pass through, work near or be in a location that contains a permit-required confined space identified by Fortis or the owner, will receive a Confined Space Awareness training that communicates where the space is located, the permit program, the entry permit system, alternate entry conditions and how to recognize a confined space. Particular attention will be placed on not entering a permit-required confined space and not attempting rescue.

The confined space program protects workers from the hazards of entry into permit-required confined spaces. A Decision Tree Evaluation of a Space flowchart must be used to evaluate a space and should be attached to and archived along with the Permit. The decision tree requires trained and informed personnel to evaluate the space in question to determine if it is a confined space, a permit required confined space or an alternate entry permit required confined space.

A Confined Space is defined as an area that has a limited or restricted means of entry or exit, is large enough for a person to enter, is not intended for continuous human occupancy. A Permit-Required Confined Space is a confined space has the potential for (or actual) hazardous atmosphere, has a configuration hazard that would prevent self-rescue, has an engulfment hazard or another serious hazard such as hazardous potential electrical energy, mechanical or energy. The permit describes the controls needed to safely access the space. Confined spaces require personnel trained in CPR/First Aid/AED and Confined Spaces. Controls including designating a competent person, hazard identification and methods to eliminate or mitigate the hazards, control measures, rescue/retrieval equipment, initial and continuous 4 gas air monitoring, trained entry supervisors, trained attendants, supplemental ventilation or control of hazardous atmosphere, means of communication, signs, restricted access and emergency response.

Prior to entry all Confined Space Entry permits are to be reviewed by the Competent Person and Fortis Safety. Fortis Safety or Superintendent must be notified in advance and review the confined space entry plan, to include written, detailed pre-task planning. Issuing the Confined Space Entry Permit serves as Fortis approval. Entry plans must be submitted by contractors to Fortis for approval a minimum of 24 hours prior to planned entry. Permits will be open and closed daily. Closed permits and decision trees must be submitted to Fortis at the end of shift. Trade partners must document any anomalies or unplanned events on the Permit. Fortis will provide FBAM with a copy of all closed permits for record retention.

Decision Tree: Evaluation of the Space

Confined Space Entry Permit

22 Excavation, Trenching and Don't Hit It

22.1 Don't Hit It

The Trade Partner is responsible to perform investigative work necessary to ascertain concealed conditions prior to any demolition, saw-cutting, drilling, excavation, or other intrusive work (including driving metal stakes). Such investigation shall include, but not be limited to, private locates, Ground Penetrating Radar (GPR), X-ray, review of as-built documents including all available 3D/BIM models and on-site assessments. Such investigation shall also include potholing, exploratory demolition, chipping, vac-truck, peeling back drywall or other careful non-impactive means and methods.

All Trade Partners whose scope include invasive activity such as demolition, driving metal stakes/fence posts, saw cutting, excavation, core-drilling, etc. on the project with, or suspected of having, active power, data, gas, water, or sewer shall be required to complete all required elements of the Fortis "Don't Hit It" Form in advance of activity that might potentially impact the buried utility. The Fortis "Don't Hit It" Form is part of a program intended to help Trade Partners collect and provide exploratory or investigative means as described for identifying buried or unidentified utilities.

The most important aspect of the "Don't Hit It" form is performing the exploratory work required, evaluating the many layers of information needed to determine what might be buried in the soil, slab, or wall, implementing controls to prevent impact or injury (such as de-energizing systems or saw cutters wearing electrically insulating gloves) and communicating all the information to the crew performing the work.

The Trade Partner is required to provide the completed form and all associated documents to Fortis project supervision at least three days prior to the activity. The Trade Partner shall review the Form and attachments with Fortis and must develop and describe the intended controls to protect the operator/workers/utility from harm caused by impact. No invasive activity will proceed until the Fortis "Don't Hit It" Form is signed by Fortis. More importantly, the approved "Don't Hit It" form, attachments and description of controls shall be shared by the Trade Partner supervision with the workers performing the activity.

22.2 Excavations

Excavations require a permit in the form of an approved Don't Hit It Form for excavations. Areas surrounding excavations must be barricaded to restrict access and to prevent inadvertent equipment collision or roll-over. All excavations deeper than five feet must be protected from cave-in through benching, shoring, sloping or have some other means. A competent person must be designated to inspect the trench or excavation daily prior to the start of work. Safe access, egress and fall prevention must be provided if personnel are working near or in an excavation. The full Fortis Trenching and Excavation program is located in the Fortis Safety Manual.

23 Cranes and lifting Equipment

23.1 Cranes and lifting Equipment

Proper procedures must be followed to ensure that crane/lifts and lifting devices handle loads properly, safely and with maximum efficiency. All hoisting and rigging activities, as well as material handling require detailed, written pre-task planning. In addition, all crane and derrick lifts require a complete crane lift plan (with all required attachments) be submitted by the contractor overseeing the lift for review prior to mobilization to site. **All crane pick plans must be submitted to Fortis and**

then to both the ICM LCE leads and to FacOps as part of the CMOP approval process. Furthermore, the Day of Lift Checklist must be completed by the trade-partner, crane operator and riggers prior to the crane pick occurring. The Crane Lift plan will include a hazard plan, barricading, rigging assembly, method of communication, capacity of the crane, max wind speed, soil conditions, underground utilities, operator and riggers' certification, annual inspection of the crane, insurance and additional insurance reviewed by Fortis Risk, fall protection plans and public protection. The full Fortis Crane policy is located in the Fortis Safety Manual.

Rated load capacities, operating instructions and special hazard warnings should be conspicuously posted on all equipment and should be visible to the operator while at the control station/cab. An illustration of the hand signals to crane/lift operators should be posted or available at the job site.

FortisSafety must be notified, with proper documentation provided, prior to on-site arrival of any crane/lift.

Safe operation and proper maintenance of cranes on the site shall be the overall responsibility of the contractor. The contractor shall also be held accountable for compliance with OSHA crane regulations for all cranes or derricks on the site, whether contractor or subcontractor owned, leased, or rented.

22.2 Critical Lifts

Critical lifts are defined as any lift that exceeds 75% of the rated load capacity of the lifting device, any tandem lift, any lift where the crane, load or rigging might come within 20 feet of energized, overhead power lines or any lift that puts personnel, equipment, or structures at risk. Notification of a critical lift must be made to Fortis at least two weeks prior to the anticipated lift. A critical lift plan must be submitted 72 hours in advance of the anticipated lift.

In addition to submitting a completed and approved Crane Lift Plan, and the Day-of-Lift Checklist, a critical lift requires all lift activities be supervised by a designated Lift Director who shall have no other responsibilities other than directing the lift and will be onsite and present during all critical lift activities.

24 Electrical Safety: Cords, Energy Marshal & LOTO

Project Trade Partners must initiate, maintain, and enforce a Lockout/Tagout (LOTO) program that will effectively protect all affected personnel from all recognized energy sources. The use of a tag alone is not allowed unless approved by the Fortis Energy Marshal, Trade Partner Energy Marshal and owner.

All authorized and affected employees must be trained if their scope of work puts them into the purview of the Trade Partners LOTO program. Trade Partner shall maintain training records for all authorized and affected employees. All LOTO activities require a permit and will accompany a Pre-Task Plan.

It is Fortis policy that no energized electrical work shall be performed on this project. However, if energized electrical work cannot be avoided, a Meta Energized Electrical Work Permit shall be required. The permit must be approved by Fortis prior to submitting to the Data Center Campus Facility Manager (DCCFM) for authorization.

24.1 Quarterly Assured Grounding Program for Cords and Receptacles

All temporary-wiring installations shall incorporate ground fault protection for personnel. All 125-volt, single-phase, 15-, 20-, and 30-ampere receptacle outlets that are not a part of the permanent wiring of the building or structure shall have ground fault circuit interrupter protection. In addition, if a permanent receptacle (“house power”) is being used in the process of construction, then ground fault circuit interrupter protection must be provided, meaning that if Fortis or a trade-partner is plugging a tool or extension cord into “house power”, that a GFCI splitter or GFCI “pigtail” must be utilized preferably at the location of the permanent receptacle. Additionally, cords will undergo a quarterly assured grounding program where passing inspection is marked using color coded tape wrapped around both ends of a cord.

Working spaces, walkways, and similar locations shall be kept clear of cords so as not to create a trip hazard to employees. If possible, cords shall be elevated overhead to avoid equipment or material contact or otherwise protected by routing along walls and perimeters or protected by cord covers.

All extension cords use for construction must be 12 gauge or thicker. Damaged extension cords will be tagged and removed from site; repair is not allow. Damaged tool cords should be replaced with manufacturer’s parts rather than repaired with aftermarket UL listed cord caps. Licensed electricians can repair or make up equipment SO cords and plugs.

Each trade partner will mark all cords with their company name to identify ownership.

24.2 Retrofits Specific LOTO and Energy Marshal Program

Purpose

The purpose of this document is to align Fortis Construction Inc. with the current best practices of the MEP Contractor Trade Partners’ policies, and to ensure that field implementation of the lockout/tagout program is in line with the latest version of NFPA 70E – Standard for Electrical Safety in the Workplace, and also OSHA CFR 1926 Subpart K. Proper lockout/tagout (LOTO) practices and procedures safeguard workers from the exposure to the release of hazardous energy. Fortis Construction Inc. and each Trade Partner will train their employees to ensure that they know, understand, and are able to follow the applicable provisions of the hazardous energy control procedures. Employees will be trained in the purpose and function of the energy control program and have the knowledge and skills required for the safe application, usage, and removal of the energy control devices.

Scope

This document applies to **all** Fortis Construction Inc. and MEP Trade Partner employees who may be exposed to hazardous energy during service or maintenance work.

Policy

Prior to starting any task, ensure that a Pre-Task Plan has been completed and that all employees are aware of the scope, hazards, and protective measures to be taken to have zero incidents. In addition, the Electrical and/or Mechanical Trade Partner site specific LOTO policy should also be referenced when performing any lockout/tagout procedures. If you are unable to work in an electrically safe work condition, authorization **MUST** be obtained prior to pursuing any energized electrical work.

Responsibilities

Energy Marshals are to oversee all energy management activities onsite and to ensure that all personnel are abiding by the proper policies and procedures set forth by the Energy Marshal Program at VLL.

Management is to ensure that this policy is always enforced, on this project, and administrative offices.

Supervision and Foremen are to ensure that this policy is enforced on this project, as well as, to ensure that personnel have been trained in this policy.

Safety Management shall annually review and revise this policy as necessary and assist in the implementation and enforcement of this policy when required.

Safety Professionals are to ensure that employees have been trained and assist onsite management and supervision to ensure enforcement of this policy and to be engaged in these processes.

Definitions

Affected employees: An employee whose job requires them to operate or use a machine or equipment on which service or maintenance is taking place under lockout tagout.

Authorized employee: An employee who apply a lockout/tagout system in or to perform servicing or maintenance on the machines, equipment, or system(s).

Energized: Equipment or machinery is attached to an energy source or containing residual energy of some kind (electric, hydraulic, steam, water, etc.).

Energy isolating device: A device that physically prevents the transmission or release of energy such as a circuit breaker, a disconnect switch, etc.

Energy source: Any source of electrical, mechanical, hydraulic, pneumatic, chemical, thermal, or other form of hazardous energy.

Lockout: The placement of a lockout device on an energy isolating device ensuring that the energy isolating device and the equipment being controlled cannot be operated until the lockout device is removed.

Lockout device: A device that utilizes a positive means such as a lock, either key or combination type, to hold an energy isolating device in the safe position and prevent the energizing of a machine, equipment, or system(s).

MEP: Mechanical, Electrical, and Plumbing trades.

MOP: A Step by step process outlining the procedures of an MEP activity which involves a switching of energy of could negatively affect the owner.

PTP: Pre-task plan.

Servicing and/or maintenance: A workplace activity such as constructing, installing, setting up, adjusting, inspecting, modifying, and maintaining and/or servicing machines or equipment. where an employee may be exposed to the unexpected energization or startup of the equipment or release of hazardous energy.

Identifying Lockout/Tagout Equipment

Authorized employees using lockout/tagout devices and equipment must ensure that the equipment clearly indicates the identity of the individual who has attached it. If handwriting the identification required on the tag, it must be legible and capable of remaining visible and legible during the entire time that the equipment is intended to be used.

The Electrical Trade Partners shall identify the lockout device used for certain activities by color, indicated as follows:

Yellow – Commissioning Lockout Device – Keyed Alike
Red – Personal Lockout Device – Keyed Differently

The Mechanical/Plumbing Trade Partner shall identify the lockout device used for certain activities by color, indicated as follows:

Blue – Control Lockout Device – Keyed Alike

Combination locks shall not be permitted.

Note – Facility Operations will use separate lockout devices for procedures with their own tags, lockout boxes, etc., and may also utilize a red color lockout device.

Preparing for Lockout/Tagout

Authorized employees engaging in a lockout/tagout process must first identify the equipment, machines, or systems they will be locking and tagging out using the most up to date one-line diagrams, submittals, DCD's, RFI's, drawings, panel schedules, and plan references, if applicable. This information shall be communicated with the equipment owner, and mechanical, electrical, and plumbing trade supervision and reviewed prior to the lockout/tagout taking place, as well as ensuring this is included on the daily work plan, PTP, or MOP. Once these systems have been identified they must identify and account for all types of energy sources that are involved.

Authorized employees must have accurate knowledge of the type and magnitude of the energy sources and their hazards. Any energy source that is capable of being locked out must utilize a lockout device.

Preparing and Shutting Down Equipment

Locking and Tagging:

For Fortis personnel, Authorized employees engaging in a lockout/tagout process shall first contact the Energy Marshal or similar person for MEP Trade Partners, to obtain and check out an appropriate lockout device(s). A Smartsheet checklist shall be completed and filed with the Energy Marshal prior to placing the lockout device(s).

Note - MEP Trade Partners may have policies and procedures in place that will supersede and be more restrictive than this minimum safety policy.

Authorized employees engaging in a lockout/tagout process must notify all affected employees that the equipment or system will be involved in a lockout/tagout. These notifications to **affected employees** shall be done by completing the following steps:

- Ensuring a tag is placed at the location of the lockout device(s) on the equipment or machinery, nearest the point from which it is operated.
- Persons(s) performing the work, or the responsible supervisor or equipment owner, must also notify **affected employees** verbally once they begin the lockout/tagout process.
- Following the notification to **affected employees** the machines or equipment shall be shut down or turned off using the procedures that have been established for that equipment or machinery.
- A zero-voltage verification (Live-dead-live) shall be performed and all personnel involved in the lockout/tagout process shall be available to witness this procedure from the appropriate boundary. This procedure shall be performed by the Electrical Trade Partner, **Fortis shall not rely upon verbal communication.**

- Once the equipment or machinery is safely shut down or turned off, lockout and tagout devices shall be placed on each energy isolating device by the **authorized employee(s)**. Lockout devices must be attached to ensure that the energy isolation devices are held in an “off” or “safe” position.
- Lockout tags shall be attached to clearly communicate that the removal or operation of the energy isolation device is strictly prohibited. These tags shall be legibly dated and signed by the **authorized employee(s)** applying them and shall include pertinent contact information. This information must remain legible and in place for the entire lockout/tagout of the equipment, or systems.

Stored Energy

All stored or residual energy in batteries, inverters, uninterruptible power supplies, and generators shall be accounted for and relieved, disconnected, restrained, or otherwise rendered in a safe condition.

If a possibility remains that stored energy may reaccumulate to a dangerous level, verification of isolation must continue until it no longer exists, or the service or maintenance has been completed.

Verification of isolation:

Before the actual work can progress authorized person(s) must verify that the isolation and de-energization of the equipment, machines, or systems has been successful.

Re-energizing equipment

Once the work has been completed **authorized employees** must also notify all **affected employees** that they are coming out of the lockout/tagout, and that equipment will be re-energized. This notification must take place before the removal of the lockout devices and tagging equipment.

Before the Lockout/Tagout device is removed and energy is restored to the equipment, machines, or systems the **authorized** person must take the following steps:

- The **authorized** employee shall ensure the work area around the equipment, machines, or system have all tools and nonessentials removed and that machines, equipment, or systems are operationally intact and ready to be re-energized.
- Next the work area shall be arranged with appropriately distanced boundaries and barricades with proper signage to ensure that all employees working in the area are in a safe position or removed from the area. Different forms of communication will be utilized to inform affected employees of the potential hazards that may exist during re-energization.

Removal of lockout/tagout devices

Only the **authorized employee(s)** who applied the Lockout/Tagout devices or equipment can remove them.

Personnel whom have applied lockout/tagout devices shall remove them at the end of their shift.

Unauthorized removal of a lock may result in disciplinary action.

If at any time the **authorized employee(s)** who applied the lockout/tagout devices and tags is not available, the following steps must be taken:

- The supervisor shall ensure that the **authorized employee** who applied the devices and tags is in fact not at the facility.
- All reasonable efforts must be made to contact the **authorized employee** to inform them that their Lockout/Tagout devices and equipment are being removed and ensure the **authorized employee** has this knowledge before they resume their work at the location or facility.

- Obtain authorization for this removal from **onsite supervision AND safety first.**
- This must be given in writing.
- Locks may only be cut and removed by the Electrical Trade Partner after the above steps have been completed.

24.3 Lockout/Tagout Removal Form for Fortis Construction



CONTROL OF HAZARDOUS ENERGIES ABANDON LOCK REMOVAL FORM		
<p><i>This form is to be used any time a Lockout/Tagout (LOTO) device is to be removed by someone other than the person who placed the LOTO device. Failure to follow and document the appropriate steps to remove a LOTO device can result in disciplinary action up to and including termination.</i></p>		
Date:		Time:
1.	Name of LOTO device owner whose lock/tag is to be removed:	
2.	LOTO device owner's phone number:	
3.	LOTO device owner's Foreman/Supervisor:	
4.	Document attempt to contact LOTO device owner.	
	DATE/TIME	METHOD OF ATTEMPTED CONTACT
1.		
2.		
5.	Reason for removing lock (e.g. LOTO device owner called in sick, LOTO device owner forgot to remove lock before leaving site, etc.)	
6.	Evaluate the entire affected system to ensure employee safety before LOTO device is removed by an Authorized Employee (FM or above). LOTO device(s) removed by:	
	Name: (Print)	Job Title:
	Signature:	Witnessed by: (Print)
	Date:	Time:
7.	Safety Representative informed (i.e. email or phone call/message) that a LOTO device has been removed within 24 hours of removal.	
	Safety Representative Notified:	
	Date:	Time:
8.	Method of notifying LOTO device owner and their FM/Supervisor that the LOTO device was removed prior to beginning their next shift:	

25 Pressurized Equipment

All pressurized equipment shall be inspected on a daily basis (while in use), restrained and equipped with whip check/sock anchoring system or another suitable device. Cylinders must be labeled with appropriate and accurate information describing its contents. Oxygen and fuel-gas cylinders must be separated by a minimum of 20 feet or by a five-foot-high barrier that is ½ hour fire rated. Flashback arrestors and check valves shall be in place on all cylinders in use.

26 Housekeeping

Housekeeping will be a top priority for the Retrofits project. Fortis and trade-partner supervision will conduct daily housekeeping inspections in each work area at the start and end of shift. All exits, accessways, scaffolds, lifts and barricaded areas will be kept unobstructed and free of debris, at all times.

Contractors will ensure that all scraps and debris are immediately disposed of in a bin and removed from the building at the end of shift. If at all possible, conduct all cutting outside of the building; cutting inside the building may require both a HotWork Permit and a Cutting Plan submitted to ICM to ensure controls are in place to prevent dust and debris. Work areas shall always remain clean. Daily continuous cleanup will ensure that dust levels in the building will be low during construction. Any dust generating activities must be mitigated with dust control systems integral to the tool and in addition negative air machines or “smoke eaters” will be placed near the activity to filter re-circulated the air. Wherever possible this activity will be isolated from the rest of the building and the ventilation system. Ventilation for paint application (and similar activities) will be provided locally by fans

and local exhaust systems and will not involve the permanent ventilation system. Containment built within an operating data center space shall utilize negative air filtration to contain construction dust and odors within the containment.

Tools, materials and equipment will be wiped down prior to transporting them into the building and prior to removing them at the end of shift. Tools and equipment (scaffolds, rigid barricades, etc.) must be kept in new or “like-new” condition.

Dumpsters and trash cans must have covers to ensure that construction materials and debris cannot blow around site or offsite. Trade partners shall manage their housekeeping programs to minimize the possibility of construction materials or debris from causing injury or damage particular near building occupants and in adverse weather.

All materials that are stacked shall be secured to prevent them from falling, rolling, and creating trip hazards or becoming airborne in high winds.

Extension cords, leads, hoses, etc. shall be routed out of walkways and traffic ways; alternatively, protect the equipment and traffic by means of ramp, tree, etc.

27 Chemicals & Hazardous Substances Exposure Control

Trade-partners will follow the Fortis Chemical Hazard Communication program outlined in the Fortis Safety manual which briefly includes all personnel trained in safe use, handling, labeling, storage, protection and first aid response to chemical hazards.

Fortis will ensure that a Chemical Request Form is submitted by trade-partners bringing hazardous substances to

site. The request form will provide the name of the substance, maximum quantity stored, the Safety Data Sheet (SDS) of that chemical. The Chemical request Form will be submitted to LCE Cary Carter or ICM CM Albert Villescas along with the CMOP for the scope of work requiring the chemical.

All trade-partners will submit an accurate, complete and readily accessible collection of SDS to Fortis who in turn will ensure all chemicals being used onsite are included in Meta's online SDS management systems.

Fortis will monitor the use of paints, sealants, adhesives, and other potential sources of volatile organic compounds (VOC's) to make sure that specified and approved products are being used. Where the opportunity exists to use a product with lower VOC's, make every effort to do so. The final clean will be the best opportunity to substitute low VOC cleaners for those typically used. Appropriate ventilation will be provided during the final clean, and during any VOC producing activity.

All containers of chemical, fuel, etc. shall be labeled with the appropriate warning signs. Required signage/labels shall be placed on all flammable materials storage cabinets, tanks, and containers/tanks of chemicals per OSHA. HMIS (Hazardous Material Identification System) labels are the recommended format for Hazard Communication.

All flammable materials must be stored in approved containers and away from heat/ignition sources (i.e., fabrication shops, hot work operations, etc.). Outdoor storage tanks must be adequately protected from vehicular damage. Spill kits of the appropriate type and quantity will be provided according to the SDS recommendations.

Onsite fuel tanks shall not be permitted without permission by Fortis. If fuel tanks should be allowed onsite, they shall be maintained in a spill proof container which will be designed to contain 110% of the original containers' capacity, regardless if the container is double walled and have a positive locking dispensing dispense nozzle. Appropriate fire extinguishers shall be located within 75 feet, but no closer than 25 feet to a fuel storage area. Fuel storage tanks shall meet current NFPA 30, EPA, and OSHA requirements for design, location, grounding, venting, filling, and transfer.

All chemicals in fifty-five (55) gallon drums shall be stored in a secondary containment and have a positive locking nozzle. Not more than twenty-five (25) gallons of flammable liquids can be stored in an area without use of an NFPA approved storage cabinet. No more than 60 gallons of flammable liquids may be stored in one cabinet.

Chemical Request Form

28 Noise Exposure Control and Hearing Conservation

The full Fortis Hearing Conservation Program is located in the Fortis Safety Manual; trade partners will confirm they have a Hearing Conservation Program, if so required by OSHA. Fortis and all Trade-partners personnel exposed to noise levels above 85 dba TWA₈ over the course of the Retrofits program will be enrolled in a hearing conservation program that includes training, exposure monitoring, and baseline and annual audiometric testing.

Efforts will be made to minimize exposure to noise by opting for quieter tools, distancing crews from noisy equipment, using sound baffles. When the project scope requires the operation of loud permanent or temporary stationary equipment such as generators or load banks or the like, the trade-partner installing, using or maintaining the equipment shall post signs and/or direct-reading digital display instruments (Heads-Up Display) in order to alert others of the sound levels in real-time when the equipment is operating and the need to use hearing protection in the area. Signs and hearing protection will be posted and available when hearing protection is needed in an area.

29 Manual Tasks and Workplace Ergonomics

Fortis and Trade-partners will evaluate tasks within scopes of work that may result in awkward posture, repetitive motions, force, or vibrations which may result in Musculo-skeletal injuries or repetitive strain injuries. Wherever possible, foremen will anticipate ways to reduce these risk factors by planning, procuring, and enforcing the use of material lifts or mechanical aids. Material management approaches will also include efficient handling of material to reduce having to handle materials and equipment multiple times.

29.1 Stretch & Flex

Each workday morning, all personnel on the project will participate in a Stretch & Flex program. Ideally, Stretch & Flex should occur in an area with stable footing, without hazards, that is PPE-Free to allow workers the freedom to do all the stretches as designed. Stretch & Flex entails a guided stretching regiment, led by a group leader, and should last between 7- 10 minutes total. This program prepares the worker both physically and mentally for the day's activities.

The program's value is founded on the belief that stretching, warming, and elongating the muscles at the start of the day helps in preventing musculoskeletal injuries and repetitive strain injuries. There is an additional benefit to the huddle that occurs after Stretch & Flex; Fortis and trade partners shall use this time to communicate specific safety and/or site information for that day.

30 Heat Illness Prevention & Cold Temperature Management

30.1 Cold Temperature Management

- The Fortis logistics plan will include adhering to the Retrofits Winter Weather Checklist to prevent injury from slips and falls, dehydration, hypothermia, frost bite or Reynaud's Syndrome.
- At risk workers should be trained, initially and annually, to identify and treat signs of frostbite, dehydration, hypothermia and methods to prevent occurrence. First aid training must include how to treat or prevent the effects of cold weather.
- Workers at risk for exposure to cold should be paired up with co-workers ("buddy system") or constantly supervised to ensure they are not succumbing to the effects of extreme weather.
- Preventative measures include stressing the importance of staying hydrated. Dehydration can occur just as easily in cold temperatures.

- Preventative measures include wearing proper clothing, dressing in multiple layers, and swapping out damp clothing for dry ones.
- Preventative measures include encouraging workers to take warm-up breaks and when possible, rotating workers out of cold conditions.
- Be prepared for ice/snow removal. Keep plenty of concrete safe ice-melt and snow shovels on hand. On large projects with sustained icy or snowy conditions, it is important to control where personnel walk so that those paths can be kept clear of ice and snow. Establish “snow routes” using crowd control barriers that limit walkways to parking lots, laydown spaces, trailer areas, portable toilet areas, and the project building. Pool the portable toilets to an area close to the building doorway. Use walk-behind spreaders or other mechanical aids to apply deicer.
- Personnel involved with ice or snow removal should be provided with and wear traction devices on their boots.
- Elevated floors and roofs can frost over and become slick when temperatures approach freezing. Monitor these areas before workers access them and if unsafe, prohibit access to those areas.
- Consider the stability of roofs and floors that are under construction for possible snow loads. Conduct trainings to inform personnel of the dangers associated with working around unstable snow and ice buildup.
- Have a plan in place regarding closing of the job site for bad weather/roads. Have a plan for communicating closures to the project. Plan should address when and how to close the job site early for weather that moves in after workers are on site.
- Like all first aid supplies, inspect first aid supplies for cold weather (hand warmers, emergency blankets, access to water, etc.) weekly and restock as needed.

Global Winter Weather Checklist

30.3 Heat Illness Prevention

All Trade-Partners shall use the Fortis Oregon Heat Illness Prevention Plan Template (or equivalent) to develop a written plan that prevents heat illness when the heat index exceeds 80 degrees F. The plan must describe how the employer will provide water, shade, over heating protocols, alternative methods for cooling if shade is infeasible, explain what heat index is, outline high heat procedures when the heat index is at or above 90 that involves supervisors monitoring employees, providing a buddy system, enabling mandatory breaks and educating worker to recognize the signs of heat exhaustion, heat stroke, and heat syncope and emergency response procedures to intervene.

On the Retrofits project, work in the hot aisle can result an environment with a temperature exceeding 110 degrees F. Contractors should develop controls such as providing cooling vests (gel based), rotate workers where possible to limit exposure, eliminating redundant PPE such as vests (where a class II shirt will suffice) or heavy gloves. Implement mandatory work breaks according to the EHS Min Work/Min Rest Chart.

An individual's personal physical or medical factors can contribute to heat illness as can physical work factors such as configuration of work or access, how strenuous the activity is, time of day, duration, heat-generating equipment or ventilation and weather conditions. As supervisors take these factors into consideration when creating a pre-task plan for the day and assigning personnel to the task

Exposure to insect and snake bites/stings increase in warm weather, especially around laydown areas where material have been stored for a length of time. Teach employees to shake or disturb material with their feet before reaching with their hands to handle it. Ensure Epi-pens and anti-histamines are on hand and encourage those with known allergic reactions to share their emergency response information with their trusted work partners.

30.4 EHS Min Work/Min Rest Chart

Temperature (F)	Temperature (C)	Light Work (Min. Work/Min. Rest)	Moderate Work (Min. Work/Min. Rest)	Heavy Work (Min. Work/Min. Rest)
Full sun (no clouds): <u>Add 13 °F</u> Partly cloudy/overcast: <u>Add 7 °F</u> 40% humidity: <u>Add 3 °F</u> 50% humidity: <u>Add 6 °F</u> 60%+ humidity: <u>Add 9 °F</u>	Full sun (no clouds): <u>Add 7 °F</u> Partly cloudy/overcast: <u>Add 4 °F</u> 40% humidity: <u>Add 1.5 °F</u> 50% humidity: <u>Add 3 °F</u> 60%+ humidity: <u>Add 5 °F</u>	Carrying Equipment/Supplies (up to 20 lbs.), Inspections, Walking, Light tool use, cable termination, etc.	Carrying Equipment/Supplies (20-40 lbs.), Pulling cables with mechanical assistance, rack setting/decommissioning, etc.	Carrying Equipment/Supplies (40+ lbs.), Manually Pulling Cables, etc.
90	32.2	Normal	Normal	Normal
91	32.7	Normal	Normal	Normal
92	33.3	Normal	Normal	Normal
93	33.8	Normal	Normal	Normal
94	34.4	Normal	Normal	Normal
95	35	Normal	Normal	45/15
96	35.5	Normal	Normal	45/15
97	36.1	Normal	Normal	40/20
98	36.6	Normal	Normal	35/25
99	37.2	Normal	Normal	35/25
100	37.8	Normal	45/15	30/30
101	38.3	Normal	40/20	30/30
102	38.9	Normal	35/25	25/35
103	39.4	Normal	30/30	20/40
104	40.0	Normal	30/30	20/40
105	40.6	Normal	25/35	15/45
106	41.1	45/15	20/40	Caution
107	41.7	40/20	15/45	Caution
108	42.2	35/25	Caution	Caution
109	42.8	30/30	Caution	Caution
110	43.3	15/45	Caution	Caution
111	43.9	Caution	Caution	Caution
112	44.4	Caution	Caution	Caution

Fortis Heat Illness Prevention Plan Template

31 Water Quality, Water Management

Water will only be extracted or discharged at identified, designated areas provided by the client and if located in client controlled areas, a CMOP or other approval may be required prior activity. No contaminated water, nor contaminants will be discharge on the soil, asphalt, drains or other ground surfaces. Removal of liquid wastes from paints, epoxies or other coatings will be done by the contractor generating the waste and shall follow all environmental and DOT regulation for storage, transport, hazard communication, notification, manifest and the like. Whenever possible servicing, maintenance and repairs will occur in the New Builds lay down spaces or onsite rental yard rather than near the occupied buildings. With unplanned repairs that require on-location repair, all fluids, oils, fuels and lubricants will be collect and controlled from spillage with diapers and containment. Fuels and other hydrocarbons will be stored in the new builds areas, day-use quantities will be allowed in the co-occupied spaces only with permission by the ICM CM (or CMOP) but even these must be removed daily and stored in appropriate cabinets or contained locations.

Fortis and trade partners will be responsible for immediate notification and clean up of any spills and be done in compliance with EPA by trained professionals and done in a manner that does not adversely affect land, air, water, ecology or personnel.

32 Air Quality Protection

Meta will obtain air permits. Fortis and Trade-partners shall ensure that all air quality permits are followed. Fortis will adhere to requirements that may include, but are not limited to, recordkeeping associated with running the generators during commissioning and notifications to federal/state/local agencies. All documentation that Fortis sends to air agencies shall simultaneously be submitted to environmental@fb.com

Any indoor dust generating or silica dust generating activity occurs in containment, with dust control in place, protection of VESDA and smoke detectors under the watch of a silica competent person and silica control plan.

33 Hazardous Materials and Waste Control

Fortis will develop and submit a waste management plan in accordance with Div 1 Environment Requirement specification 13543. Fortis and Trade-partners will provide waste collection in a manner that allows for daily and timely segmentation, identification, and removal of waste. Receptacles will be located in the work area whenever space allows and for waste that requires reporting, Fortis and trade-partners will make timely notification to ICM, facilities/EHS, and government authorities having jurisdiction. Violation of the specification may result in removal of trade-partner or Fortis from the premise. Federal reporting timelines and thresholds are outlined in the two charts below.

Table 1. Summary of Key Federal EPCRA Requirements

EPCRA Section	Description	Applicability	Important dates
302	Emergency Planning for Extremely Hazardous Substances (for data centers, typically sulfuric acid in batteries)	<p>Emergency planning requirements triggered when storage of an Extremely Hazardous Substance (EHS) exceeds the Threshold Planning Quantity (TPQ).</p> <p>For data centers, the most common (and typically the only) EHS that triggers reporting is sulfuric acid (in lead acid batteries). The TPQ for sulfuric acid is 1,000 lbs.</p>	<p>Initial notification: Submit an initial notification to the LEPC and SERC <u>within 60 days</u> and designate a Facility Emergency Coordinator who will participate in emergency planning.</p> <p>Changes affecting emergency planning: If any changes are made at the facility that might affect emergency planning (e.g., change of Facility Emergency Coordinator contact, increases in chemical storage), submit notification to the LEPC <u>within 30 days</u>.</p>
311	Initial Safety Data Sheet (SDS) reporting	Initial reporting triggered when a facility exceeds any of the Tier II thresholds in Table 2 below.	Initial notification: Due within <u>90 days</u> of first exceeding any of the Tier II thresholds in Table 2 below.
312	Annual Tier II report	Annual reporting triggered when a facility exceeds any of the Tier II thresholds in Table 2 below.	Annual report: Due on <u>March 1</u> .

Table 2. Summary of Federal Tier II Reporting Thresholds	
Chemicals commonly present at data centers	Annual federal Tier II reporting threshold
Sulfuric acid in lead-acid batteries (e.g., in UPS systems, generators, forklifts)	500 lbs (lower because sulfuric acid is an EHS)
Lead in lead-acid batteries	10,000 lbs
Diesel fuel	
Refrigerant	
Fire suppressant	
Transformer oil (in Company-owned/operated transformers) ¹	
All other hazardous chemicals that are not EHSs ²	
EHSs ²	500 lbs or TPQ, whichever is less
Notes	
¹ It is recommended that transformer oil be included for Company-owned/operated units if on-site storage exceeds 10,000 lbs. There is no requirement to report oil in utility-owned transformers.	
² A list of Extremely Hazardous Substances (EHSs) and their associated Threshold Planning Quantities (TPQs) can be found on EPA's website, at https://www.epa.gov/sites/production/files/2015-03/documents/list_of_lists.pdf .	

34 Community Noise and Vibration

Fortis will develop plans and controls to reduce or eliminate environmental noise and vibration especially for any high level of noise or vibration that may adversely affect surrounding flora, fauna, culturally sensitive structures and the surrounding community. Controls will include methods, equipment and personnel (when necessary) stationed to monitor vibration and community noise levels as required by the location, state or local ordinances.