



## **Contractor Safety Agreement**

### **FOR CONTRACTORS PROVIDING SERVICES FOR BLACK ROCK LOGISTICS, INC.**

This Agreement has been drafted and published to help prevent accidents and personal injuries. It is not intended to be all inclusive, but rather a guide for the contractor. It is the responsibility of the contractor's management personnel to enforce these and all other safety rules and good safety practices. The contractor shall provide the necessary safety equipment and perform the required services in such a manner as to eliminate the cause of personal injuries and accidents. All Black Rock Logistics, Inc. (BRL) Safety Rules (Code of Safe Practices) must be obeyed when working on a Black Rock Logistics, Inc. occupied and/or controlled premises.

#### **1.0 Occupational Safety and Health Act**

- 1.1 All services and/or materials supplied to, or work performed on a BRL occupied and/or controlled premises shall comply fully with the applicable provisions of federal and applicable state occupational safety and health acts, standards, and regulations covering Lockout/Tagout, Hazard Communication, Lift Truck Safety, Confined Spaces, Hazardous Materials, Flammables and Combustibles, and other applicable provisions, acts, standards, and/or regulations.
- 1.2 The contractor hereby certifies that all such services, materials and work performed will conform to and comply with such standards and regulations.

#### **2.0 Personal Protective Equipment**

- 2.1 All contractor employees must, while on a BRL occupied and/or controlled premises, wear required safety equipment whenever engaged in work requiring personal protective equipment.

#### **3.0 Protective Helmets**

- 3.1 Contractor employees must wear protective helmets when working in areas where there is a possible danger of head injury from impact, falling or flying objects, electrical shock, or burns.
- 3.2 The contractor is responsible for providing, posting, and observing required signage in such areas.

#### **4.0 Welding and Welding Equipment**

- 4.1 Contractor personnel must obtain written permission from authorized Safety Department personnel before welding or cutting.
- 4.2 A shield must be used to protect all persons from the flash of electric welding whenever possible.
- 4.3 All electric welding machines are to be equipped with standard electrical equipment to fit the outlets existing on BRL occupied and/or controlled premises. Temporary electrical hookups will not be permitted unless made by a qualified technician.
- 4.4 Acetylene and oxygen cylinders shall be protected against tipping by use of standard portable welding carts to which the cylinders must be secured. If portable welding carts are not immediately available, the cylinders shall be secured to a stationary object of sufficient strength to hold the cylinder until a cart can be obtained. Unless a recess in the cylinder protects the valve, a metal cap shall be used to protect the valve against damage when the cylinder is not connected for use. The proper equipment to shut off the valves in case of emergency must accompany each set-up.

- 4.5 When not in use, acetylene and oxygen cylinders must be removed to an approved outside storage area.
- 4.6 Contractor shall supply mechanical venting (i.e. fans, etc.) as required to disperse fumes resulting from welding/cutting operations and shall perform such tasks as far away from fresh food product as possible.
- 4.7 Contractor shall maintain a fire watch during welding/cutting operations and such fire watch shall remain in effect for a minimum of one hour after welding/cutting operations are completed.
- 4.8 Contractor shall provide suitable fire extinguishing equipment of sufficient capacity in the immediate vicinity of welding or cutting operations and maintained in a state of constant readiness for immediate use. Fire extinguishers shall be UL/NFPA approved and shall have current inspection and certification tags attached to each extinguisher.

## **5.0 Ladders**

- 5.1 All ladders used shall be in good condition. When used in buildings, they shall be equipped with ladder safety shoes.
- 5.2 It is prohibited to place a ladder in front of doors opening toward the ladder except when the door is blocked open, locked, or guarded. It is prohibited to place ladders on boxes, barrels, or other unstable bases to achieve additional height. When not in use, all ladders shall be safely stored in an OSHA-approved manner.
- 5.3 Extension ladders shall be blocked, tied or otherwise secured when in use, shall extend a minimum of three feet above the working/walking surface and shall maintain a 1:4 angle ratio when in use.
- 5.4 Stepladders shall not be used as lean-to ladders and shall have all braces opened and in a locked position prior to use.
- 5.5 Standing on the top cap and/or top step of a stepladder is prohibited.

## **6.0 Construction**

- 6.1 All excavations shall be provided with suitable solid barriers or railings plus adequate warning lights or other devices.
- 6.2 Necessary precautions shall be taken to protect all persons in any area when construction work is being performed overhead or at floor-level. Guards or other adequate protection must be provided whenever holes, inserts, bolts, or other hazards are left in, on, or above the floor.
- 6.3 Overhead construction work must never be done above any person or over any area where people and/or trucks are moving without first obtaining specific permission from authorized Safety Department personnel.
- 6.4 Areas in which construction work is being performed must be kept clean, orderly, and safe. The contractor must remove combustible materials and other debris from the plant property at the end of each working day.
- 6.5 All equipment being used by the contractor such as hand tools, trucks, etc., must be kept in safe operating condition.
- 6.6 Loose materials such as bolts, nuts, or hand tools must not be left lying on beams, ledges, or any place from where they could fall or be knocked off, causing damage or injury. They must be immediately removed to the floor level.

- 6.7 Guards removed while making alterations or repairs on equipment must be replaced before the equipment is returned to production.
- 6.8 Written approval from authorized Safety Department personnel must be obtained before any explosives or tools utilizing a power cartridge can be used on BRL occupied and/or controlled premises. Contractors assume sole responsibility for bodily injury and property damage caused by use or possession of such explosives or power cartridges.
- 6.9 Any spilled materials, such as grease, oil, paint, etc., shall be immediately cleaned up.
- 6.10 All combustible scrap, debris, and waste materials (e.g., oily rags, etc.) must be stored in covered metal receptacles and removed from the worksite promptly. Proper storage to minimize the risk of fire and spontaneous combustion must be practiced.
- 6.11 Only approved containers and tanks are to be used for the storage and handling of flammable and combustible liquids. All connections on drums and combustible liquid piping, vapor, and liquid must be kept tight. All flammable liquids should be kept in closed containers when not in use.
- 6.12 No Smoking signs must be posted on liquefied petroleum gas tanks.
- 6.13 When an opening is made in the roof or walls of a building, the inside must be protected from weather until the opening is closed.
- 6.14 Any accumulation of dust must be routinely removed. Dust should be cleaned up with a vacuum system to prevent the dust going into suspension.
- 6.15 Metallic or conductive dust must be prevented from entering or accumulating on or around electrical enclosures or equipment.
- 6.16 Smoking is expressly prohibited in smoking-restricted areas and any area used for the storage of flammables or combustibles.

## **7.0 Underground Service Hazards**

- 7.1 Before starting any excavation, the Safety Department must approve driving of objects into the ground or through floors, or the hauling or dumping of heavy loads, to ensure that no underground service such as power cables, sewer or fire lines, etc., are in the area. Hand excavation must be used to locate underground service in the area before proceeding with mechanical means.
- 7.2 Written clearance must be obtained from the Safety Department before shutting off any utility or service.
- 7.3 Written permission from the Safety Department must be obtained in writing before shutting off or placing out-of-service any fire protective device or service.

## **8.0 Leaving Job before Completion**

- 8.1 When it is necessary to leave a job before completion, all materials, rigging, boards, loose nails, and other debris must be carefully removed from the floor.
- 8.2 There shall not be materials or equipment left overhead or on the roof unless secured in place.
- 8.3 Adequate barricades and warnings must be erected at all openings, excavations, and obstructions.
- 8.4 If a crane is being used, the boom must be lowered to the ground prior to leaving the job.

## **9.0 Environmental Waste Management**

- 9.1 The contractor is responsible for the proper removal of any and all waste or hazardous material used, generated, or produced as a result of the contractor's activities while on BRL occupied and/or controlled premises.
- 9.2 Prior to any hazardous waste generation, BRL shall be provided with the:
- Name and location of the waste facility;
  - EPA ID number of the waste facility; and
  - State Approval Number of the waste facility if applicable.
- 9.3 BRL reserves the right to reject any disposal facility that has any Class I violations or may be a Superfund site.
- 9.4 When a waste facility is approved, and immediately after shipment of waste occurs, BRL shall be provided with:
- Copies of all Manifests or Bills of Lading; and
  - Total Quantity Generated

## **10.0 Security**

- 10.1 All outside contractor employees will be required to submit to any security provisions in place for any BRL employee under the same circumstances.

## **11.0 Hazardous Communication**

- 11.1 The contractor shall provide BRL with copies of Material Safety Data Sheets (MSDS) for any products used on site.
- 11.2 The contractor shall have copies of Material Safety Data Sheets available at all times.

## **12.0 Completion of the Job**

- 12.1 All scaffolding and unused materials shall be removed from trusses, roof, platforms, and floor to a designated place outside of the building as soon as their use is completed.

## **13.0 BRL Property**

- 13.1 Contractor personnel are not authorized to move any BRL equipment (e.g., machinery, cranes, tractors, trailers, fork trucks, etc.). Only the BRL Facility Manager, or his authorized representative, has the authority to have such equipment moved.
- 13.2 Trucks or other vehicles being operated on BRL occupied and/or controlled premises must be operated safely at all times and stored in authorized places as directed by the BRL Facility Manager.
- 13.3 BRL reserves the right to inspect all equipment used by the contractor or any of its subcontractors, and to prohibit the use of any equipment judged to be unsafe.
- 13.4 BRL reserves the right to stop any job and/or service being performed in a manner deemed unsafe by the Safety Department or Facility Manager.
- 13.5 Proof of satisfactory insurance coverage - including liability insurance and workers' compensation insurance - must be furnished by the contractor and accepted by BRL before any work is started.

## **14.0 Yard Control Procedures**

14.1 Access to the Yard is **ONLY** for those who are **Yard Control Certified**.

14.2 Yard Certification to include:

- Wearing reflective vests at all times.
- Use approved walkways.
- Pedestrians must always make eye contact with Drivers. Drivers must always make eye contact with pedestrians.
- All vehicles must have 360 degrees of visibility, operable lights and a functioning horn.
- Pedestrians must only use approved exits to gain entry into the yard (not using a dock door).
- If a pedestrian must go behind a trailer a cone is to be placed at the front of the trailer to let any drivers know not to move that trailer until the cone is removed. The cone should only be moved by the person who placed it.
- Pedestrians should look before stepping out of any blind area.
- Pedestrians should never use a cell phone or other equipment while walking.
- Vehicles must NEVER exceed the 10 mph speed limit in the yard.
- Drivers should always stay on their side of the lane and never cut corners.
- Drivers should be made aware of approved parking areas.

## **15.0 Red Light / Green Light Policy**

15.1 No trailer shall be moved away from the dock when a **“Red Light”** is visible on the exterior of the warehouse.

15.2 Trailers may only be pulled away from the dock when there is a visible **“Green Light”** on the exterior of the warehouse.

15.3 No employee may enter a trailer when there is a **“Red Light”** visible on the interior of the warehouse.

15.4 Employees may only enter a trailer when there is a visible **“Green Light”** on the interior of the warehouse.

15.5 The Dock Light System shall be the only system used to communicate whether or not a trailer may be moved or entered. Verbal or electronic communication shall **NOT** supersede the Red Light / Green Light system.

15.6 Contractors, to further ensure that it is safe to pull a trailer away from the door, will visually check to make certain that the dock ramp has been secured and that the ramp flap is in a **“Down”** position.

## **16.0 Dock Door Positioning and Removal of Trailers**

16.1 Upon notice to remove a trailer from a dock door:

- Verify dock door number
- Verify trailer number
- Verify green light is on
- Check to see that the dock door is closed
- Verify dock plate has been removed
- **If green light process is not in place follow steps in order minus “Verify green light is on”**

**16.2 When staging a trailer in the yard or at a dock door:**

- Conduct a “pre-trip” on unit prior to moving
- Insure lights are in order
- No general damage to skin and body of trailer
- Check tires
- Visual inspection of undercarriage
- Inspect doors
- Verify refer is operational and no error codes are displayed

**17.0 Refer Temperature Controls**

**17.1 At Terminal**

- All trailers are to have a refer pre-trip prior to positioning for loading.
- All trailers positioned for load must have temp set according to load needs.
- Temp checks are to be conducted on all trailers positioned for load every 2 hours.
- Yard driver or Carrier must verify temp of refer to match documents prior to removing from dock door.
- All trailers spot loaded in yard must have temp checked to match documents every 2 hours.
- Yard drivers / Carriers are to check fuel levels prior to departing terminals.
- All loaded trailers must have the temp documented upon arrival or departure by security guard.

**17.2 On-Route Controls**

- Temp setting must be checked every 2 hours.
- Temp checks must be documented on route sheet.
- All drivers must carry trailer service center guide.
- When picking up any load, driver must touch check product to insure coolness.

**17.3 Additional Controls**

- All Carriers / Drivers must have a refer certification log in the Driver Qualification File.
- All dispatch operations must have the Trailer Service Center web site on their desktop for quick access.
- Stores verify temp on trailer upon arrival.
- Warehouse is checking trailer temp prior to loading.



**CONTRACTOR SAFETY AGREEMENT ACKNOWLEDGEMENT**

The **SAFETY AGREEMENT** has been read and its conditions are hereby accepted by the undersigned on behalf of the Contractor and its employees, agents, subcontractors, and subcontractor employees and agents.

The undersigned assumes full responsibility to inform its employees, agents, and subcontractors about this **SAFETY AGREEMENT**, and agrees that it will conform and will have all employees, agents, and subcontractors conform with this **SAFETY AGREEMENT** at all times while on the premises occupied and/or controlled by Black Rock Logistics, Inc. (BRL). It is further understood that any person not conforming with the **SAFETY AGREEMENT** shall not be permitted to perform services on such premises.

It is further understood by the undersigned that compliance with this **SAFETY AGREEMENT** is a continuing requirement and that in consideration of the undersigned accepting any contract to be performed on BRL occupied and/or controlled premises, the acceptance of and compliance with these conditions shall be automatically continued from job to job and year to year unless written notice revoking such acceptance is given by the undersigned to BRL, to which this **SAFETY AGREEMENT** was originally submitted.

**Contractor's Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**BRL, Inc. Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

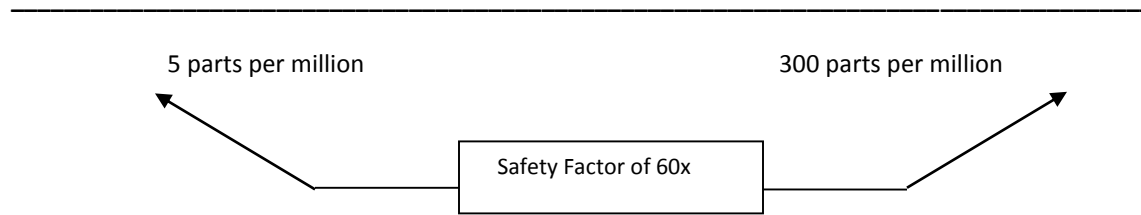
# BLACK ROCK LOGISTICS

## AMMONIA AWARENESS AND SAFETY

Ammonia is used as the refrigerant in the refrigeration system at our client. It is a closed system similar to your refrigerator at home. No emissions or leaks are expected. The majority of the equipment is located in the Ammonia Engine room, which should be accessed by **AUTHORIZED PERSONNEL ONLY**. System equipment is located inside the Engine Room, while evaporator coils are located in the cooler, Cheese Repack, and Blue Cheese Areas.

Ammonia is not a poison; it has no cumulative toxic effects. Ammonia is potentially harmful, but is a self-alarming chemical. **You can smell it as much lower concentrations than will hurt you.** Typically, people can smell ammonia starting about 5 parts per million (ppm). It won't injure or incapacitate you until at least 300 ppm (the published IDLH). The smell is similar to common household cleaners (ex. Windex).

### Odor Threshold IDLH (immediately Dangerous to Life and Health)



Ammonia vapor has affinity for water, including the body's moisture. If exposed, ammonia will tend to attack mucous membranes and naturally moist parts of the body (i.e. eyes, nose, mouth, underarms).

**If you are exposed to liquid ammonia, immediately flush the affected areas with cold water for at least 15 minutes!**

If you smell ammonia, immediately move away from the area and alert a supervisor, who will alert the safety manager. If you observe an ammonia alarm, or based on a manager's instructions, proceed to the evacuation assembly area. Based on the wind conditions, a supervisor may direct people to assemble at another location.

### **REMEMBER:**

- Ammonia is potentially dangerous, leave it to the experts!
- You can smell it well before it hurts you!
- If you notice an ammonia leak, alert a supervisor. If exposed to liquid ammonia, flush with water for 15 minutes.
- Evacuate to front parking lot, unless otherwise instructed.
- For more info on the facility's ARP program in place to manage the risk of ammonia, please contact the Director of Safety.

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*Print Name*

*Signature*

*Date*

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*Company Name*





**HAZARD COMMUNICATION PROGRAM  
ACKNOWLEDGEMENT**

I hereby certify that I have been given a copy of Black Rock Logistics, Inc. (BRL) Hazard Communication Program and that I have read the document and am fully aware of the document's contents.

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Printed Name:

Dated

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Signed:



**CODE of SAFE PRACTICES  
ACKNOWLEDGEMENT**

I hereby certify that I have been given a copy of Black Rock Logistics, Inc. (BRL) Code of Safe Practices and that I have read the document and am fully aware of the document's contents.

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Printed Name:

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Dated

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Signed: