

Hands on Training System (HOTS) Safety Program

This system is specifically designed for the residential builder who contracts all construction work to independent contractors.

The purpose of this safety training is to increase the knowledge of each person on your construction staff to that of a "Competent Person" as defined by OSHA standards.

"A Competent Person means one who is capable of identifying existing and predictable hazards in the surrounding or working conditions which are unsanitary, hazardous, or dangerous to employees, and who has the authorization to take prompt corrective measures to eliminate them." [1926.32(f)]

There must be a "Competent Person" employee of the builder in charge of each job site or each community. [1926.20,21]

This is how we propose to take the mystery out of OSHA Regulations for your construction staff.

Safety and Health Compliance Manual

This manual is arranged in 10 sections, to provide an easy-to-understand explanation of those OSHA regulations that specifically apply to residential builders who subcontract all construction work to independent contractors. [Source documents: 29 Code of Federal Regulations 1926; its amendments; and OSHA Directives]

A. Written Safety Program

OSHA requires every employer to have a safety program, but it is not required to be in writing. However, there are certain benefits to the employer if there is a written safety program. The focused inspection program and reduced fines are just two of these benefits.

B. Job Site Weekly Inspection Report Form

This report lists most of the regulations that apply to the residential builder, the builder's employees and job sites, but do not include the independent contractor's operations.

When you comply with the items listed on this JSIR checklist, you should be in compliance with your premises, with the exception of the work practices, tools and equipment of the independent contractor's operations.

C. OSHA Compliance Regulations for Independent Contractors

The section, ***Subcontractor OSHA Job Standards***, provides an overview of the applicable regulations that apply to the tools, equipment, and work practices of the independent contractors.

Material Safety Data Sheets

OSHA requires that a Material Safety Data Sheet be available for each hazardous material on the job site. Either a copy must be kept in each construction office, or an MSDS from an electronic MSDS service if it is available immediately to each worker on the job site.

Each employer is required to have a written Hazard Communication Program. Your customized program is in the first section of the Safety and Health Compliance Manual and must be signed by your CEO.

Coordinator's Documentation Manual

The purpose of this manual is to increase the knowledge of the Safety Program coordinator as regards to the documentation that is necessary for safety training, and to provide an organized method for collecting and storing safety documentation.

It explains the work functions of the coordinator with your construction staff. This manual is organized so that the safety coordinator can keep the safety records and materials arranged and available for easy and quick filing and reference.

Safety Team

Your company should have an active Safety Team. This team should consist of at least three members.

1. The Member of Management is the person who is the link between the corporate office and your construction activities. This person ensures that the safety objectives of the corporate management are reflected in the day-to-day work in the field.
2. The Safety Officer is usually the construction manager. He has the authority to enforce the safety practices and policies required by the management. This person bears the responsibility of the construction activities. This is also the person that should be available whenever an OSHA inspector shows up at a job site.
3. The Safety Program Coordinator is the person responsible for the coordination of all safety functions, keeping all safety records and other details of the safety program.

"Hands on Training" is our system to furnish current interpretations of the Act through manuals, revisions and newsletters.

OSHA Compliance Safety Training Program

Basic Safety Package

Our Safety Advisory Services start by furnishing your construction staff with the Hands On Training System Safety Materials Package.

A. Basic Safety Package for the Safety Team \$600.00

- 1 Safety & Health Compliance Manual [Master includes your Safety & Health Policy signed by your CEO and a HazCom Policy]
- 52 Job Site Weekly Inspection reports (3 – part legal size form)
- 1 Safety Coordinator's Documentation Manual (Master)

**B. Basic Safety Package for Each Construction Office
on Each Job Site or Community \$400.00**

- 1 Safety & Health Compliance Manual (includes your Safety & Health Policy signed by your CEO and a HazCom Policy).
- 52 Jobsite Weekly Inspection Report (3 – part legal size form)

When the compliance safety materials have been distributed to your "construction staff," all employees involved must study together the OSHA compliance standards and other safety materials in the Safety and Health manual. It is essential that all employees be familiar with all the subject materials. The management must set the level of compliance for its construction staff.

"Construction staff" means all construction employees; warranty service personnel; and others as designated by management.

INVESTMENT IN SAFETY

I. Safety Annual Services - **\$480.00**

Safety Services:

- Safety Assistance/Consulting (email requests to info@hotssafety.com)
- Safety Hot Line (832-593-0225)
- Job Site Weekly Inspection Reports (52 3-part legal sized forms)
- 12 Safety Meeting Ideas (emailed one per month)
- 6 Safety Newsletters (emailed bimonthly)
- OSHA Citation Conference (we will go with you if asked)
- Revisions and Update Services for all Safety and Coordinators Manuals

II. OSHA Compliance Safety Materials Available

- | | |
|---|-----------------|
| 1 Safety & Health Compliance Manual (Customized) | \$350.00 |
| 52 Additional Job Site Weekly Inspection Reports
(3-part legal-sized forms) | \$ 60.00 |
| 1 Safety Coordinator's Documentation Manual (Customized) | \$200.00 |

III. OSHA Standards for the Construction Industry

29 CFR 1926 regulations may be downloaded free at osha.gov; or you may order the book from www.BuilderBooks.com – NAHB member price \$32.95

IV. Electronic MSDS service – individually priced

V. Complete Safety Equipment Source for Builders.

- (CAZ) Controlled Access Zone Signs*

1-49 units	\$5.00 each
50-99 units	\$4.00 each
100 + units	\$3.50 each
- Fall Arrest equipment, mushroom caps, steel plated caps, Safety Boot[®] (base for temporary guardrails), OSHA Notices (posters), voltage meters, lock-out/tag out equipment, safety netting, hard hats, safety glasses, ear-plugs, first-aid kits, yellow caution tape, red danger tape and safety signage (such as for overhead power lines).
- Shipping cost added to all orders.

VI. Convenient Payment Plans: 50% due upon inception of Customized order; 50% due at delivery

*Sponsored by Safety Maker, Inc, the Distributor of the Safety Boot[®] Guardrail System