

**CARTER MACHINERY CO.**  
**HAZARD RECOGNITION AND SAFETY RULES FOR CONTRACTORS PERFORMING**  
**SERVICE WORK ON CARTER MACHINERY PROPERTY –REV 8/2016**

**Carter Machinery Expectations**

1. Outside contractors hired by Carter Machinery to perform work on company owned or operated properties will abide by all Carter Machinery Co. safety rules and all OSHA 1910 and 1926 requirements applicable to the work being performed.
2. Safety glasses are required within shops & service areas or when performing a task that requires eye protection.
3. Be alert and give the right-of-way to heavy equipment.
4. Smoking is not permitted on Carter Machinery property.
5. Wear hearing protection when working in "posted" required hearing protection areas.
6. Report any injuries to the Carter Machinery contact person.
7. Report any hazardous working conditions encountered.
8. Keep all ladders, cranes or booms at least 10' from overhead power lines.
9. Ensure all electrical equipment & tools are properly grounded & electrical cords are in good condition with no exposed wiring.
10. Work only in designated area of job & do not venture into other areas w/o permission.
11. Keep work area clean and free from tripping hazards
12. Adhere to NFPA 70E Electrical Safety standards when performing work on electrical equipment.
13. Do not wear loose clothing or jewelry that may get caught in moving machinery.
14. All work performed overhead must be cordoned off @ ground level using barricade tape to keep others out of danger zone.
15. Any work involving the disturbance of building materials must first be discussed thoroughly with the store manager and/ or facilities manager and investigated as to the presence or potential presence of asbestos containing materials before the start of work. Only contractors licensed to remove ACM may disturb or remove ACM.
16. A roof work/access permit must be obtained from store management before working on any roof or accessing any roof.
17. A burning/welding/cutting permit must be obtained from the store Warehouse Manager before performing this work.
18. Never direct compressed air toward yourself or another person.
19. Never operate equipment unless authorized to do so.
20. Fall protection-prevention methods must be employed whenever working more than 4' above grade.
21. All unused products and materials are the sole property of the contractor and will be removed from CMCo property at the end of each workday. No materials may be disposed in Carter dumpsters without the approval of your Carter Contact and/or the store manager.
22. The contractor will maintain in their possession on-site, the msds' of chemicals handled while on Carter property.
23. The contractor is advised that Carter property may contain confined spaces and that compliance with confined space regulations is required when entering sewers, vessels, pits, sumps, or any other permit required confined space. Before entering any confined space the contractors on site representative must talk with their Carter contact and review confined space entry procedures.
24. Chemical containers may not be stored or positioned in proximity (50') to storm water drains, ditches, or conveyances.
25. As the authorized foreman, supervisor, and/or manager for a contractor working on Carter Machinery property I have read the above Safety Rules and understand that they must be followed at all times while representatives of my company (including subcontractors hired by my company) are on Carter Machinery Company property. I will review these requirements with all employees who will work on Carter Machinery property before such work commences.

**Contractor Safety Performance History (to be completed by contractor)**

For contractors who employ **less than 10** individuals, provide the following information for the previous two calendar years:

Calendar Year	# Injuries Requiring Medical Treatment Beyond First Aid	# of Fatalities

For contractors who employ **10 or more** individuals, provide the following information for the previous two calendar years:

Calendar Year	Recordable Injury Rate (RIR) <sup>1</sup>	Lost-Time Injury Rate (LTIR) <sup>2</sup>	Experience Modification Rate <sup>3</sup>	# of Fatalities

<sup>1</sup> Recordable Injury Rate (RIR): # of OSHA Recordable Injuries x 200,000 / Hours Worked

<sup>2</sup> Lost-Time Injury Rate (LTIR): # of OSHA Recordable Injuries that involved days away from work x 200,000 / Hours Worked

<sup>3</sup> Experienced Modification Rate (EMR): Rate is available from your workers' compensation insurance provider.

**Additional Contractor Information Required (to be completed by contractor)**

\_\_\_\_\_  
 COMPANY (CONTRACTOR)

\_\_\_\_\_  
 PHONE NUMBER

\_\_\_\_\_  
 CARTER LOCATION(S) THE CONTRACTOR SERVICES

\_\_\_\_\_  
 AUTHORIZED SIGNATURE (CONTRACTOR)

\_\_\_\_\_  
 DATE