



Contractors, Inc.

7729 HIGHWAY 62 – P.O. BOX 525 – CALVERT CITY, KY 42029

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April 1, 2010

EMPLOYEES:

It is the goal of **CESA Contractors, Inc.** to provide a workplace that can be 100% accident free. Through training and cooperation from all employees, this can and will be possible.

With the implementation of our **NEW** Safety & Hazard Communication Program, we will be challenging you, the employee, to be more responsible for recognizing and eliminating accidents in your workplace. Our goal is to have accidents decrease and recognition of hazards increase. These will be the direct results of your efforts regarding safety. Continue the excellent work, and think "**Safety First**".

Enclosed is our Safety and Hazard Communication Program that details the guidelines to maintain a safe workplace. Training will be provided for you to understand and then implement these guidelines into your daily work. At any time, if there are questions, or you do not thoroughly understand policies, bring it to our attention immediately.

We have strived to cover all situations that might exist in your workplace. If you encounter something that we have not covered or is not in the Safety Program, bring it to our attention so we can train and provide documentation.

Our goal is to be accident free. We care about your well-being and will do what is necessary to eliminate all injuries and accidents. **CSC**, Inc. will be in charge of the **CESA Contractors, Inc.** Safety Program. They will be working under our direct supervision.

Thank you for your help and think "**Safety First**".

Sincerely,

A handwritten signature in black ink that reads "Jeffery Story". The signature is written in a cursive style.

Jeffery Story, President
CESA Contractors, Inc.

CESA Contractors, Inc.

Safety & Hazard Communications Program Table of Contents

<input type="checkbox"/> Management's Commitment Letter	April 1, 2010
<input type="checkbox"/> General Safety Policies & Procedures	Effective April 1, 2010
BOLT Substance Abuse Policy	New Employee Orientation Program
Substance Abuse Policy (& Overview)	Accident Reporting & Investigation Procedure
Corrective Action / Incentive Plan	Light Duty Policy
Safety Meeting Program	Personal Protective Equipment Policy
<input type="checkbox"/> Safety Policy	Effective April 1, 2010
Sub-Contractor Safety Review	Inspection Checklist
General Safety Rules	Key figures to remember (29 CFR 1926 & 1910)
<input type="checkbox"/> Hazard Communication Program	Effective April 1, 2010
<i>(See separate Table of Contents)</i>	
<input type="checkbox"/> Bloodborne Pathogens Program	Effective April 1, 2010
<input type="checkbox"/> First Aid Program	Effective April 1, 2010
<input type="checkbox"/> Respiratory Program	Effective April 1, 2010
<input type="checkbox"/> Hearing Conservation Program	Effective April 1, 2010
<input type="checkbox"/> Emergency Action Plan	Effective April 1, 2010
<input type="checkbox"/> Fire Extinguisher Program	Effective April 1, 2010
<input type="checkbox"/> Electrical Safety & Lockout/Tagout Program	Effective April 1, 2010
<input type="checkbox"/> Fall Protection Program	Effective April 1, 2010
<input type="checkbox"/> Scaffolding Safety Program	Effective April 1, 2010
<input type="checkbox"/> Stairways & Ladders Safety Program	Effective April 1, 2010
<input type="checkbox"/> Confined Space Program	Effective April 1, 2010
<input type="checkbox"/> Cutting and Welding Program	Effective April 1, 2010
<input type="checkbox"/> Digging and Excavation Program	Effective April 1, 2010
<input type="checkbox"/> Hoisting & Rigging Program	Effective April 1, 2010
<input type="checkbox"/> Fleet Management Program	Effective April 1, 2010
<input type="checkbox"/> Forklift Program	Effective April 1, 2010
<input type="checkbox"/> Specialty Air Containments	Effective April 1, 2010
<input type="checkbox"/> Material Safety Data Sheets (MSDS)	Effective April 1, 2010
<input type="checkbox"/> Various Forms	Effective April 1, 2010