



C&K intends to transport the non-hazardous material for disposal itself, and to use the following company for hazardous material:

Hazardous Transport: Spectrum Industrial Services, Inc.
85 Spectrum Cove
Alabaster, AL 35007

We have attached the permits and/or licenses for each facility and transporter we intend to use for disposal. Additionally, we have attached our Health and Safety Plan and Substance Abuse Policy. C&K has not received any violations and/or citations from EPA, USEPA, or NEORSR within the past five years. C&K has also not received any OSHA violations and/or citations within the past five years, as indicated on the Notice of OSHA Violation Report.

Please do not hesitate to contact us if you need more information. Thank you.

Sincerely,

Scott Dean
Regional Manager



NOTE: This Affidavit properly executed and containing all required information must accompany your Bid. **IF YOU FAIL TO COMPLY YOUR BID WILL NOT BE CONSIDERED.**

STATE OF OHIO }

NON-COLLUSION AFFIDAVIT

CUYAHOGA COUNTY} SS

KEVIN LEIDICH

being first

duly sworn deposes and says:

Individual only: That he is an individual doing business under the name of N/A
at N/A, in the City
of N/A, State of N/A

Partnership only: That he is the duly authorized representative of a partnership doing business
under the name of N/A
N/A in the City
of N/A State of N/A

Corporation only: That he is the duly authorized, qualified and acting CONTRACT MANAGER
of C&K INDUSTRIAL SERVICES, INC., a corporation organized
and existing under the laws of the State of OHIO

and that he, said partnership or said corporation, is filing herewith a bid to the Northeast Ohio
Regional Sewer District in conformity with the foregoing specifications;

Individual only: Affiant further says that the following is a complete and accurate list of the
names and addresses of all persons interested in said proposed contract:

N/A

Affiant further says that he is represented by the following attorneys:

N/A

and is also represented by the following resident agents in Cuyahoga County,
Ohio N/A

Partnership only: Affiant further says that the following is a complete and accurate list of the names and addresses of the members of said partnership:

N/A

Affiant further says that said partnership is represented by the following attorneys:

N/A

and is also represented by the following resident agents in Cuyahoga County, Ohio: _____

N/A

Corporation only: Affiant further says that the following is a complete and accurate list of the officers, directors and attorneys of said corporation:

President - ARTHUR KARAS

Directors:

Vice President - SCOTT DEAN

Secretary

Treasurer

Cleveland Manager or Agent - PAUL HARRISON

Attorneys - THE COLALUCA LAW FIRM, LLC

Statutory Agent - CASERTA STATUTORY AGENTS, INC.

And the following officers are duly authorized to execute contracts on behalf of said corporation:

ARTHUR KARAS, SCOTT DEAN, KEVIN LEIDICH

Affiant further says that the bid filed herewith is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation; that such bid is genuine and not collusive or sham; that said bidder has not, directly or indirectly, induced or solicited any other bidder to put in a false or sham bid and has not, directly or indirectly, colluded, conspired, connived or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that said bidder has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix the bid price or said bidder or of any bid price or that of any other bidder, or to secure any advantage against Northeast Ohio Regional Sewer District or anyone interested in the proposed contract; that all statements contained in such bid are true; that said bidder has not, directly or indirectly, submitted his bid or any breakdown thereof or the contents thereof, or divulged information or data relative thereto, or paid or agreed to pay, directly or indirectly, any money, or other valuable consideration for assistance or aid rendered or to be rendered in procuring or attempting to procure the contract above referred to, to any corporation, partnership, company, association, organization, or to any member or agent thereof, or to any other individual, except to such person or persons as hereinabove disclosed to have a partnership or other financial

interest with said bidder in his general business; and further that said bidder will not pay or agree to pay, directly or indirectly, any money or other valuable consideration to any corporation, partnership, company, association, organization or to any member or agent thereof, or to any other individual, for aid or assistance in securing contract above referred to in the event the same is awarded to C&K INDUSTRIAL SERVICES, INC.

(name or individual, partnership or corporation)

Further affiant saith not.

(SIGN HERE)



Sworn to before me and subscribed in my presence this 10TH day

of July 2019

A.D., 20 19.



(Notary Public)

Denise L. Budzinski
Notary Public
State of Ohio
My Commission Expires
November 29, 2021

BUSINESS/PUBLIC AGENCIES REFERENCES

It is MANDATORY that this attachment is fully completed and returned with with 72 - Hour documentation

COMPANY NAME	NAME OF COMPANY CONTACT	COMPANY PHONE NUMBER	DATE PROJECT BEGAN (ie 2/21/08)	DATE PROJECT ENDS (ie 2/20/09)	DOLLAR AMOUNT OF CONTRACT	BRIEF DESCRIPTION OF SERVICES PROVIDED
Burgess & Niple	Mary Ann Driscoll	330-376-5778	05/20/2013	12/27/2013	4,225,742.00	Clean & CCTV, 250,000' Combined Sewers 20"-144"
Cuyahoga County	Bryan Hitch	216-443-8211	11/25/2013	12/11/2015	1,670,690.00	Clean & CCTV Sanitary & Storm Sewers 8"-60"
Brown & Caldwell	Eric Dunn	216-606-1300	03/29/2016	08/17/2018	1,500,000.00	CCTV, Dye Testing, Smoke Testing, Sewer Flooding
CH2M Hill	David Cox	216-777-1007	03/16/2017	09/24/2018	650,000.00	CCTV & Walk-through Inspections
Cuyahoga County	Bryan Hitch	216-443-8211	01/14/2016	10/04/2018	2,071,670.00	Clean & CCTV Sanitary & Storm Sewers 8"-60"
Brown & Caldwell	Eric Dunn	216-606-1300	04/17/2018	07/10/2019	1,800,000.00	CCTV, Dye Testing, Smoke Testing, Sewer Flooding
Burgess & Niple	Mary Ann Driscoll	330-376-5778	04/30/2018	06/07/2019	2,702,360.00	Clean & CCTV Sewers 8"-187"
Wade Trim	Alan Stadler	216-363-0300	02/25/2019	05/01/2019	397,274.00	CCTV & Walk-through Inspections

OHIO ENVIRONMENTAL PROTECTION AGENCY

OHIO E.P.A.

OHIO HAZARDOUS WASTE FACILITY
INSTALLATION AND OPERATION PERMIT RENEWAL

JAN 29 2014

Permittee: Ross Incineration Services, Inc.

ENTERED DIRECTOR'S JOURNAL

Mailing

Address: Ross Incineration Services, Inc.
36790 Giles Road
Grafton, OH 44044

Owner: Ross Incineration Services, Inc.
36790 Giles Road
Grafton, OH 44044

Ross Consolidated Corp.
36790 Giles Road
Grafton, OH 44044

Operator: Ross Incineration Services, Inc.
36790 Giles Road
Grafton, OH 44044

Location: Ross Incineration Services, Inc.
36790 Giles Road
Grafton, OH 44044

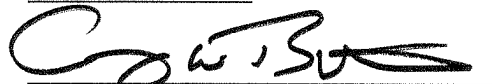
US EPA ID:	OHD 048 415 665
Issue Date:	January 29, 2014
Effective Date:	January 29, 2014
Expiration Date:	January 29, 2024

AUTHORIZED ACTIVITIES

In reference to the application of Ross Incineration Services, Inc. for an Ohio Hazardous Waste Facility Installation and Operation Renewal Permit under Ohio Revised Code (ORC) Chapter 3734 and the record in this matter, you are authorized to conduct at the above-named facility the following hazardous waste management activities:

- Incineration of hazardous waste;
- Storage of hazardous waste in tanks and containers;
- Treatment of hazardous waste in tanks and a filter press;
- Post-Closure;
- Corrective Action

PERMIT APPROVAL



Craig W. Butler, Interim Director
Ohio Environmental Protection Agency

This permit approval is based upon the record in this matter which is maintained at the offices of the Ohio Environmental Protection Agency. The Director has considered the application, accompanying information, inspection reports of the facility, a report regarding the facility's compliance or noncompliance with the terms and conditions of its permit and rules adopted by the Director under this chapter, and such other information as is relevant to the operation of the facility. The Director has determined that the facility under the existing permit has a history of compliance with ORC Chapter 3734, rules adopted under it, the existing permit, or orders entered to enforce such requirements that demonstrate sufficient reliability, expertise, and competency to operate the facility henceforth under this chapter, rules adopted under it, and the renewal permit.

Entered into the Journal of the Director this 29th day of January, 2014.

By Donna Cassler of the Ohio Environmental Protection Agency.

I certify this to be a true and accurate copy of the official documents as filed in the records of the Ohio Environmental Protection Agency.

By: Donna Cassler Date: 1-29-14

OHIO E.P.A.

OHIO ENVIRONMENTAL PROTECTION AGENCY

JUL 17 2014

OHIO HAZARDOUS WASTE FACILITY
INSTALLATION AND OPERATION PERMIT RENEWAL

Permittee: Envirite of Ohio, Inc.

Mailing Address: Envirite of Ohio, Inc.
2050 Central Avenue, SE
Canton, OH 44707

Owner: Envirite of Ohio, Inc.
2050 Central Avenue, SE
Canton, OH 44707

Operator: Envirite of Ohio, Inc.
2050 Central Avenue, SE
Canton, OH 44707

Location: Envirite of Ohio, Inc.
2050 Central Avenue, SE
Canton, OH 44707

US EPA ID:	OHD 980 568 992
Issue Date:	July 17, 2014
Effective Date:	July 17, 2014
Expiration Date:	July 17, 2024

I certify this to be a true and accurate copy of the official documents as filed in the records of the Ohio Environmental Protection Agency.

By: Dan Cassiter Date: 7-17-14

AUTHORIZED ACTIVITIES

In reference to the application of Envirite of Ohio, Inc. for an Ohio Hazardous Waste Facility Installation and Operation Renewal Permit under Ohio Revised Code (ORC) Chapter 3734 and the record in this matter, you are authorized to conduct at the above-named facility the following hazardous waste management activities:

- Storage in containers and tanks
- Treatment in tanks and miscellaneous units
- Corrective Action

PERMIT APPROVAL

Craig W Butler
 Craig W. Butler, Director
 Ohio Environmental Protection Agency

This permit approval is based upon the record in this matter which is maintained at the offices of the Ohio Environmental Protection Agency. The Director has considered the application, accompanying information, inspection reports of the facility, a report regarding the facility's compliance or noncompliance with the terms and conditions of its permit and rules adopted by the Director under this chapter, and such other information as is relevant to the operation of the facility. The Director has determined that the facility under the existing permit has a history of compliance with ORC Chapter 3734, rules adopted under it, the existing permit, or orders entered to enforce such requirements that demonstrate sufficient reliability, expertise, and competency to operate the facility henceforth under this chapter, rules adopted under it, and the renewal permit.

Entered into the Journal of the Director this 17th day of July, 2014

By Dan Cassiter of the Ohio Environmental Protection Agency

2019



2019

Solid Waste Facility License Municipal Solid Waste Landfill

License Expires December 31, 2019

Facility: American Landfill Inc
CID: 38042
7916 Chapel St SE
Waynesburg, OH 44688

Licensee: American Landfill, Inc.
7916 Chapel Street, SE
Waynesburg, OH 44688

This license has been issued in accordance with the requirements of state law, is subject to revocation or suspension for cause, and is not transferable without the consent of the approved Board of Health and the Director of the Ohio Environmental Protection Agency.

Licensing Authority: Stark County Combined General Health District

Conditions of Licensure:

The Licensee hereunder, its agents, employees, and all others in active concert with said licensee, including the facility owner and operator, shall be subject to and shall comply with the following conditions of this license:

1. All applicable requirements of Ohio Revised Code Chapters 3734, 3767, 6111, and 3704 and rules adopted thereunder.
2. Permits-to-install, plans, operational reports, other authorizing documents, and administrative and judicial orders applicable to this facility and as approved by the Director of the Ohio Environmental Protection Agency.
3. This license is conditional upon payment of the applicable fee to the Board of Health or the Director, as appropriate, within 30 days after issuance.
4. By applying for and accepting this license, the licensee specifically consents in advance and agrees to allow the Director, the Health District, or an authorized representative, to enter upon the licensee's premises at any reasonable time during the construction and/or operation of the facility for the purpose of inspecting, conducting tests, collecting samples, or examining records or reports pertaining to construction, modification, installation, or operation of the facility. The licensee hereby acknowledges and agrees that any and all rights of access granted herein shall not be deemed to be unreasonable or unlawful under Ohio Revised Code Sec. 3734.07. The licensee, its agents, employees, and all others in active concert with said licensee shall maintain and operate the facility to which the license pertains in a sanitary manner so as not to create a nuisance, cause or contribute to water pollution, or create a health hazard. This license shall not be construed to constitute a defense to any civil or criminal action brought by the State of Ohio or any duly authorized representative thereof to enforce the provisions of Chapters 3734, 3767, 6111, or 3704 of the Ohio Revised Code, or regulations issued thereunder. Issuance of this license does not relieve the licensee of the duty to comply with all applicable federal, state, and local laws, regulations and ordinances.

If Checked, Additional Conditions Apply to This License (See Back, or Attachment)

Kirkland K. Nowis

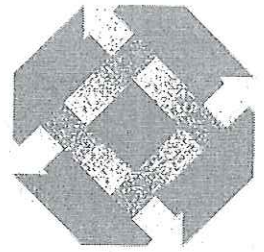
DECEMBER 27, 2018

Health Commissioner

Date Issued

Alliance for Uniform Hazmat Transportation Procedures Uniform Program Credentials

RECEIVED
SEP 10 2018



**ALLIANCE
FOR UNIFORM
HAZMAT
TRANSPORTATION
PROCEDURES**

GUY MANZI STEPHEN CASTLEMAN
SPECTRUM INDUSTRIAL SERVICES INC.
85 SPECTRUM COVE
ALABASTER, AL 35007-

USDOT Census #: 734047

ICC #:

EPA Transporter ID #: ALR000044743

Intrastate Motor Carrier #:

Telephone number to call in case of accident or emergency: (888) 739-0838

Uniform Program #: UPW0734047MI

Certified by: *Jeanette M. Noeckel*

Registration Issued: 9/16/2018

Registration Expiration: 9/16/2019

Issuing Agency: Michigan Department of Environmental Quality

Agency Telephone Number: (586) 753-3850 or (586) 494-5091





**Uniform Program
for Liquid Industrial Waste
Transportation Credentials**

GUY MANZI STEPHEN CASTLEMAN
SPECTRUM INDUSTRIAL SERVICES INC.
85 SPECTRUM COVE
ALABASTER, AL 35007-

Telephone Number in case of accident or emergency: (888) 739-0838

National Uniform Program Credential Number: UPW0734047MI

Michigan LIW Uniform Program Identification Number: LIW0734047MI

Certified by: *Jeanette M. Noeckel*

Registration Issued: 9/16/2018

Registration Expiration: 9/16/2019

Issuing Agency: **Department of Environmental Quality**

Agency Telephone Number: (586)-753-3850 or (586)-494-5091

**UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
PIPELINE AND HAZARDOUS MATERIALS SAFETY ADMINISTRATION**



**HAZARDOUS MATERIALS
CERTIFICATE OF REGISTRATION
FOR REGISTRATION YEAR(S) 2019-2020**

Registrant: SPECTRUM INDUSTRIAL SERVICES INC

ATTN: Brennon Gray
85 SPECTRUM COVE
ALABASTER, AL 35007

This certifies that the registrant is registered with the U.S. Department of Transportation as required by 49 CFR Part 107, Subpart G.

This certificate is issued under the authority of 49 U.S.C. 5108. It is unlawful to alter or falsify this document.

Reg. No: 061019550340B Effective: July 1, 2019 Expires: June 30, 2020

HM Company ID: 84201

Record Keeping Requirements for the Registration Program

The following must be maintained at the principal place of business for a period of three years from the date of issuance of this Certificate of Registration:

- (1) A copy of the registration statement filed with PHMSA; and
- (2) This Certificate of Registration

Each person subject to the registration requirement must furnish that person's Certificate of Registration (or a copy) and all other records and information pertaining to the information contained in the registration statement to an authorized representative or special agent of the U. S. Department of Transportation upon request.

Each motor carrier (private or for-hire) and each vessel operator subject to the registration requirement must keep a copy of the current Certificate of Registration or another document bearing the registration number identified as the "U.S. DOT Hazmat Reg. No." in each truck and truck tractor or vessel (trailers and semi-trailers not included) used to transport hazardous materials subject to the registration requirement. The Certificate of Registration or document bearing the registration number must be made available, upon request, to enforcement personnel.

For information, contact the Hazardous Materials Registration Manager, PHH-52, Pipeline and Hazardous Materials Safety Administration, U.S. Department of Transportation, 1200 New Jersey Avenue, SE, Washington, DC 20590, telephone (202) 366-4109.

C&K Industrial Services, Inc.

Drug/Alcohol Policy: Revised 9/10/2017

SCOPE:

All C&K Industrial Services, Inc. (C&K) employees are covered by this policy.

DEFINITIONS:

1. **“UNDER THE INFLUENCE”** means that the employee has alcohol and/or drugs in his/her system and has tested positive for alcohol and/or drugs. The employee can also be determined to be “under the influence” when affected by such alcohol and/or drug in any detectable manner, including but not limited to impaired performance of the job duties and responsibilities and/or safety concerns. This determination can be established by a professional opinion, a scientifically valid test and/or in some cases by a layperson’s opinion.
2. **“LEGAL DRUG”** includes prescribed drugs and over-the-counter drugs which have been legally obtained and are being used for the purpose for which they were prescribed or manufactured. This term also includes alcohol as defined in this policy.
3. **“ILLEGAL DRUG”** means any drug or substance (A) which is not legally obtainable and whose use, sale, possession, purchase or transfer is restricted or prohibited by law or (B) which is legally obtainable but has not been legally obtained. The term “illegal drug” broadly refers to all forms of narcotics, depressants, stimulants, hallucinogens, cocaine, crack, amphetamines, or other drugs or preparation which alter a person’s physical or emotional state, including marijuana. This term also includes prescribed drugs not legally obtained and prescribed drugs not being used for prescribed purposes.
4. **“DRUG/DRUGS”** or **“SUBSTANCE/SUBSTANCES”** refers to the definition of “illegal drugs” that are stipulated in this policy. This term also includes any chemical or biological substance that has known mind or motor functioning-altering effects on the human being.
5. **“SUBSTANCE ABUSE”** is the unauthorized use of any drugs and/or alcohol or use in such quantity for frequency as to impair a person’s mental or physical capacity.
6. **“COMPANY PREMISES”** is defined in the broadest sense and includes all land property, buildings, structures, installations, boats, planes, cars, trucks, and all other means of conveyance owned by or leased to this company or otherwise being utilized for company affairs.

7. **“CONTROLLED SUBSTANCE”** is any substance which can only be legally obtained by prescription from a licensed medical practitioner.
8. **“ALCOHOL”** means the intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohol’s including methyl and isopropyl alcohol.
9. **“PHYSICAL EXAMINATION”** means a comprehensive medical examination conducted under the supervision of a doctor (physician).
10. **“EMPLOYEE”** means any employee of C&K Industrial Services.
11. **“URINE TEST”** means the collection of urine samples and their submission to a laboratory for analysis for drugs or alcohol. A positive result from a urine test means that drugs and/or alcohol were present in the urine; a negative means they were not present.
12. **“ALCOHOLISM”** is defined as a disease in which a person’s consumption of any alcoholic beverage definitely and repeatedly interferes with that person’s health and/or performance.
13. **“DRUG DEPENDENCY”** is defined as a health problem in which a person’s use of any drug definitely and repeatedly interferes with that person’s health and/or job performance.
14. **“POSITIVE CUT-OFF LEVELS”** are utilized also to designate when an employee is “under the influence”. These positive cut-off levels are designated by:
 - A. Illegal drugs and/or illegal use of prescription drugs positive cut-off levels are determined by Federal “Substance Abuse and Mental Health Services Administration” (formerly NIA) standards.
 - B. Alcohol positive cut-off level is .02 or greater.
15. **“MEDICAL REVIEW OFFICER (MRO)”** is a licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by an employer’s drug testing program. The MRO shall have knowledge of substance abuse disorders and have appropriate medical training to interpret and evaluate an individual’s confirmed positive test result, together with his/her medical history and any other relevant biomedical information.

PURPOSE:

C&K Industrial Services, Inc. is thoroughly committed to a healthy and safe work environment for all its employees. In pursuit of this commitment, employees who foster unsafe or unhealthy work environments will not jeopardize C&K Industrial Services, Inc. for themselves and fellow workers by the abuse of alcohol and/or drugs. Additionally, C&K Industrial Services, Inc. realizes the abuse of alcohol and/or drugs can be detrimental to the company and customers. A drug and alcohol free work environment will be maintained to ensure that C&K Industrial Services, Inc. reputation and services are maintained at the highest level.

Federal Regulations 49 CFR Part 40 (§382) present the general terms of this program and its guidelines in accordance with the Drug Free Workplace Act.

Therefore, C&K Industrial Services, Inc. will not permit the use, sale, purchase, possession, transfer or being under the influence of alcohol or illegal drugs on the premises or customer sites during work time. Moreover, C&K Industrial Services, Inc. will not jeopardize its commitment by permitting the abuse of prescribed legal drugs. Anyone in violation of these rules is subject to disciplinary action up to and including immediate termination.

C&K Industrial Services, Inc. will also cooperate with law enforcement authorities in any criminal investigation and prosecution.

It is the hope and desire of C&K Industrial Services, Inc. that all employees within this company will take an active role in reducing and eliminating the threat posed by the presence and use of drugs/alcohol. C&K Industrial Services, Inc. recognizes that drug and/or alcohol dependencies may result in behavioral/medical problems, which can be treated. Therefore, C&K Industrial Services, Inc. requests that any and all employees who have a personal problem with drug and/or alcohol dependence seek assistance with the guidance of a Substance Abuse Professional or the company's Employee Assistance Program (EAP) available through the company health plan.

Additionally, if any employee has knowledge of an employee(s) with drug and/or alcohol dependence problem(s) C&K Industrial Services, Inc. requests that the employee support this program by encouraging the troubled employee to participate in the company's Employee Assistance Program (EAP) or to seek assistance through a private Substance Abuse Professional.

Employees must recognize that seeking assistance ahead of time for drug/alcohol abuse problems will not put their jobs in jeopardy. But, continued substandard work performance, inadequate attendance, frequent tardiness, behavioral problems, other work performance concerns and safety violations will jeopardize the employee's job. The decision to incorporate drug testing as part of this company's Drug-Free Workplace Program was made after careful consideration of many concerns. Drug and/or alcohol

addiction are diseases, which cause the abuser to deny the existence of the problem. Testing is a way to break through that denial in order to get an employee help before the problem progresses further.

POLICY SUMMARY:

1. C&K Industrial Services, Inc. (C&K) requires all employees to report for work and remain in condition to perform their duties free from any drug/alcohol abuse effects. Employees shall not be under the influence of any alcohol or any drug, legal or illegal, which adversely affects their ability to perform their duties in any way. There are two drug and alcohol programs at C&K Industrial Services; first is the DOT testing program and the second is the Post-Injury testing program. All C&K Industrial Services, Inc. employees are subject to the following substance abuse tests under the DOT testing program:
 - A. Pre-employment
 - B. Periodic
 - C. Post Vehicle Accident/Property Damage/Environmental Incident
 - D. Random
 - E. Reasonable Suspicion
 - F. Customer Required

All C&K Industrial Services, Inc. employees are subject to substance abuse tests under the Post Injury testing program when the following occurs:

- A. When injured employee is determined by a trained C&K manager that reason suspicion testing is warranted.
 - B. When the injured employee violated a safety policy that contributed to the injury occurring.
2. The possession, sale, purchase, trade, transfer, “under the influence” or use of alcohol and/or illegal drugs while on the company premises and/or customer sites, while operating any company owned/rented/leased vehicle and/or on company time, including meal periods and breaks, is strictly forbidden. This will constitute grounds for disciplinary action up to and including immediate termination.
3. Illegal substances will be turned over to the appropriate law enforcement authorities.
4. It is the responsibility of the employee to notify management when he/she is under the influence of a legally prescribed drug that may affect said employee’s ability to perform his/her work duties. An employee may continue to work, even though under the influence of a legal drug, if management has determined by appropriate method, including when necessary, contacting the prescribing physician or pharmacist, that the employee does not pose a threat

to his/her safety or the safety of others and that the employee's job performance is not adversely affected. However, an employee under the influence of a legally prescribed drug may be required to take a leave of absence or comply with other appropriate action determined by management. Any employee not notifying their immediate supervisor of any prescription drug they are taking, and C&K discovers this during a drug test, the employee will be subject to discipline up to and including termination of employment.

5. Being at work under the influence of alcohol and/or drugs is strictly forbidden and grounds for disciplinary action up to and including discharge. If an employee's behavior, performance or appearance is observed as unacceptable, and has been documented, then C&K Industrial Services, Inc. has the right to question if the employee is capable of performing his or her job. C&K Industrial Services, Inc. also has to be concerned for the safety of co-workers, customers, members of the public, and the safe operation of the company. Additionally, if C&K Industrial Services, Inc. has reasonable suspicion* and documentation to believe an employee is in violation of this policy, the employee may be required to submit to blood, urine, breath and/or other testing for the presence of alcohol and/or drugs.

*** Reasonable suspicion is based upon objective observations by C&K managers who have been trained in recognizing in reasonable suspicion.**

6. The abuse of legal or prescription drugs that adversely affects an employee's ability to perform his/her duties in any way will result in the immediate removal of such employee from company premises and/or customer sites. This employee will be subject to discipline up to and including termination of employment.
7. When a supervisor has reasonable suspicion that an employee is in violation of this policy, immediate action shall be taken. The following procedure shall be used by the supervisor:
 - If an employee is suspected of using or being under the influence of alcohol, a legal or illegal drug or otherwise unable to perform his/her job in a safe or satisfactory manner, the supervisor is to have the employee taken to a medical facility for evaluation by utilizing a Drug/Alcohol screening, which is to include obtaining a blood, urine, Breath, saliva and/or other sample.
 - If the employee is unwilling to report to a medical facility for evaluation and screening, the supervisor should require the employee to report to an office area or, if not available, to a safe, non-work area.

- If the supervisor has a reasonable doubt about the employee's ability to satisfactorily and safely meet job requirements, the supervisor shall place the employee on suspension pending the results of testing or administrative determination.
- If an employee is to go to a medical facility for evaluation or screening or to go home, the supervisor is to arrange for the employee's safe transport.

Appropriate documentation will be utilized in all situations described above.

8. Post-Injury/Accident Testing

For purposes of this policy, an accident is considered an unplanned, unexpected or unintended event that occurs on Company property, during the conduct of the Company's business, or during working hours, or which involves Company employees, Company-supplied motor vehicles or motor vehicles that are used in conducting Company business, or is within the scope of employment.

- A. *Post-injury*** - Any employee sustaining a work-related injury whose behavior, performance or appearance is observed as unacceptable by a trained C&K Manager, will be subject to submit to blood, urine, breath, saliva and/or other testing for the presence of alcohol and/or drugs. In addition if a contributing factor in the employee's injury was the violation of a C&K safety policy or procedure the employee will be subject to submit to blood, urine, breath, saliva and/or other testing for the presence of alcohol and/or drugs.
- B. *Non-injured employees*** - Any C&K employee who was a contributing factor in the injury of another employee, customer, or contractor will be subject to submit to blood, urine, breath, saliva and/or other testing for the presence of alcohol and/or drugs.
- C. *Vehicle Accident*** - Any employee involved in a vehicle accident will be subject to submit to blood, urine, breath, saliva and/or other testing for the presence of alcohol and/or drugs under the following circumstances:
 - (i) A fatality of anyone involved in the accident.
 - (ii) Bodily injury to the employee and/or another person that requires off-site medical attention away from the Company's place of employment.
 - (iii) Vehicular damage requiring vehicles to be towed from the accident scene.

(iv) Any vehicle or property damage that is deemed the fault of the employee.

D. Environmental/Property Damage Incident

Any Environmental Incident (spills, inappropriate material handling, etc.) or Property Damage caused by a C&K employee, the employee will be subject to submit to blood, urine, breath, saliva and/or other testing for the presence of alcohol and/or drugs.

When such an accident results in one of the situations above, any employee who may have been involved and/or contributed to the accident will be tested for drugs and alcohol.

9. Random Testing

Random testing is designed to deter drug and alcohol misuse in violation of our Substance Free Workplace Policy. To ensure that C&K Industrial Services, Inc. maintains confidence in its personnel's abilities to perform their duties in a safe and healthful manner, random testing will include all personnel covered under the scope of this policy and is conducted on an unannounced basis.

C&K Industrial Services, Inc. utilizes a truly random selection process in which all personnel in the testing pool have an equal statistical likelihood of being selected for testing. Each time a draw is conducted, all personnel are again included in the pool with an equal chance of selection, regardless of whether a person was previously selected.

C&K Industrial Services, Inc. will notify each person who was selected with the date, time and location that the random testing will be performed, which may provide little or no advance notice. It shall be the responsibility of the individual to provide a urine specimen for drug testing and submit to breath alcohol testing. Failure to consent and or comply with the request for a specimen will be considered a violation of this policy and will result in discharge. If an office send and employee for random testing within 24 hours of notification, the C&K Safety Director must be notified as to why the employee can not go, and when they will be send for a random test. Even if the testing is delayed, the employee can not be notified until just before going to be tested.

Random Drug Selection Testing is done by the following criteria:

C&K Drivers: 50% of all drivers will be tested annually

Random Alcohol Selection Testing is done by the following criteria:

C&K Drivers: 25% of all drivers will be tested annually

10. All testing under this policy shall be conducted at this company's expense by laboratories C&K Industrial Services, Inc. selects. This designated testing laboratory must have Federal certification. All positive drug and alcohol tests shall be confirmed by a second test.
11. All laboratory positive drug tests and alcohol tests will be reviewed by a Medical Review Officer prior to being reported to the company as a positive test. All information reviewed by the Medical Review Officer will be treated as confidential information.
12. Any employee's sample submitted for drug/alcohol testing purposes that has been determined, by company designated qualified testing lab, to be an adulterated submitted sample will result in that said employee being disciplined up to and including termination.
13. Any employee's sample submitted for drug/alcohol testing purposes that has been determined, by company designated qualified testing lab, to be a diluted submitted sample will result in that said employee being requested to submit another sample immediately to the collection facility and that this said sample will be provided under observation. Additionally, the next request for drug/alcohol testing from said employee under this company's drug/alcohol testing program will also be provided under observation. If a second diluted sample is given, the test will be determined to be negative but with C&K reserving the right have the employee submit to blood, breath, saliva and/or other testing.
14. Any company employee who is required to submit a sample for drug/alcohol testing to the designated collection facility will be required to show proof of identity which must include a picture I.D. to the personnel at the designated collection facility before providing the sample.
15. All C&K drug testing will only use DOT drug testing approved laboratories certified by HHS under the National Laboratory Certification Program (NLCP) for all testing required under this part. "DOT Urine Specimen Collection Procedures Guidelines" must be followed when collecting samples for testing, and Federal Drug Testing Custody and Control Form (CCF) must be used.

PROCEDURE:

1. Any employee under the influence of or involved in the possession, sale, purchase, trade, transfer or use of alcohol and/or illegal drugs on C&K Industrial Services, Inc. premises or on C&K Industrial Services, Inc. time will be subject to disciplinary action up to and including discharge.
2. Any employee who C&K Industrial Services, Inc. has reasonable suspicion and documentation to believe is in violation of this company's policy on alcohol and/or drugs may be suspended and required to submit to blood, urine, breath and/or other testing for drugs and/or alcohol.

*** Reasonable suspicion is based upon objective observations by C&K managers who have been trained in recognizing in reasonable suspicion.**

3. An employee involved in a non-vehicle accident that results in an injury and whose behavior, performance or appearance is observed as unacceptable by a trained C&K Manager, will be subject to submit to blood, urine, breath, saliva and/or other testing for the presence of alcohol and/or drugs.
In addition if a contributing factor in the employee's injury was the violation of a C&K safety policy or procedure the employee will be subject to submit to blood, urine, breath, saliva and/or other testing for the presence of alcohol and/or drugs.

Any C&K employee who was a contributing factor in the injury of another employee, customer, or contractor will be subject to submit to blood, urine, breath, saliva and/or other testing for the presence of alcohol and/or drugs.

4. A supervisor or other member of management must accompany the individual being tested to the testing facility.
5. The supervisor is to explain to the employee that non-compliance with the supervisor's requests to submit to medical screening, to disclose and explain the nature of any suspected substance, to leave the work area or company facility, to interfere with the sample collection process, to alter the sample in any fashion or any other reasonable request will be viewed as insubordination and subject to discipline, including termination for the first time refusal/violation of any subsequent refusal/violation. The supervisor should exercise caution in committing to any specific disciplinary action until all circumstances have been reviewed by management.
6. Every employee understands that C&K Industrial Services, Inc. is not responsible for the conduct and/or procedures utilized by the medical facility collecting the urine, blood, breath, saliva and/or other sample.

7. All drug and/or alcohol positive tests shall be confirmed by a second test. All positive drug/alcohol tests will result in immediate termination of employment. Employees failing a drug/alcohol test will be encouraged to seek professional assistance however such assistance will not affect the termination of employment.
8. The collection site will be responsible to maintain the chain of custody to the testing.
9. Any employee who is on leave of absence for alcohol and/or substance abuse will be considered for reinstatement only after fulfilling the requirements of this company policy.
10. All job applicants are required to submit to a blood, urine, saliva and/or other testing for illegal drugs. The candidate's written consent to undergo the test and authorization of the release of test results will be included in the screening process. Positive results shall constitute grounds for denying employment.

APPLICANT SUBSTANCE TESTING:

1. All job applicants will be required to submit to blood, urine, saliva and/or other testing for the presence of illegal drugs.
2. Applicants will be requested to sign a consent release form authorizing the medical facility to perform the drug screening test and submit the results to C&K Industrial Services, Inc..
3. All applicants will be required to notify C&K Industrial Services, Inc. about the use of any mood altering legal drug, which has been prescribed by a physician and, upon request of proof, to the satisfaction of C&K Industrial Services, Inc., that the consumption of the legal drug is consistent with the physician's directions where future or continued use of the legal drug does not pose a potential safety risk and/or does not impair job performance. If the applicant is unable to provide such proof, employment may be denied.
4. When the presence of an illegal drug is detected in the job applicant, employment will be denied.
5. The job applicant who tests positive for illegal drug(s) will not be permitted to re-apply for employment at C&K Industrial Services, Inc..

EMPLOYEE ASSISTANCE FOR SUBSTANCE ABUSE RELATED PROBLEMS:

1. Any employee who has recognized that he or she has developed an addiction to or dependence on alcohol and/or drugs is encouraged to seek assistance. An employee will not be terminated for seeking assistance in correcting a drug and/or alcohol abuse problem.
 - A. An employee has the option of voluntarily participating in a treatment program. Upon entering the professional treatment program the employee will be subject to the designated probationary time period and guidelines as outlined in the “Rehabilitation Work Agreement.”
 - B. If the employee fails to successfully complete the voluntary program, the employee is subject to the guidelines set forth in the policy, including disciplinary action up to and including termination.
2. A violation of this policy will not be excused or condoned because an employee has sought or is receiving assistance.
3. Employees requiring drug and/or alcohol assistance will not be eligible for an alcohol and/or drug assistance program more than one time regardless if the assistance was a result of a voluntary or company initiated treatment program.
4. All fees related to the professional treatment process and after-care that are not covered by this company’s insurance and/or Employee Assistance Program (EAP) is the sole responsibility of the individual employee.

GUIDELINES FOR REHABILITATION PARTICIPATION:

1. If any employee participates in a rehabilitation program because of the abuse of drugs and/or alcohol, an employee's right to reinstatement as an active employee will be subject to the following guidelines:
 - A. All evaluation, treatment and follow-up program(s) to be utilized will be solely decided by the personnel from the designated professional treatment facility.
 - B. C&K Industrial Services, Inc. will make accommodations for an employee participating in a designated treatment program.
 - C. A designated person or supervisor will contact the designated professional treatment facility within twenty-four hours of when any employee voluntarily requests assistance. This designated person or supervisor will request immediate assessment and/or drug/alcohol treatment for the designated employees.
 - D. The employee satisfactorily completes the full term prescribed rehabilitation program through a qualified medical or treatment facility.
 - E. Upon written or telephone contact or notification by designated professional treatment facility of employee's projected completion date of the substance treatment program, a joint conference will be scheduled. This joint conference will involve the employee receiving treatment, employee's immediate supervisor and/or designated person of C&K Industrial Services, Inc. and professional treatment facility personnel. The purpose for this joint conference is:
 1. Provide synopsis of treatment received by employee.
 2. Answer any and all questions.
 3. Update employee on conditions for continued employment.
 4. Stipulate aftercare recommendations to all parties.
 - F. Any designated employee participating in a treatment program by a professional treatment facility who leaves the designated treatment program(s) and/or fails to comply with all requirements of the treatment program and aftercare program(s) will be terminated from employment with C&K Industrial Services, Inc..

- G. C&K Industrial Services, Inc. must receive written documentation that the designated employee successfully completed the treatment program stipulated by the professional treatment facility.
- H. This rehabilitation program shall not be available to those engaged in possession, use, sale, purchase, trade or transfer of alcohol and/or illegal drugs on company premises and/or customer sites.
- I. It is understood by all employees of C&K Industrial Services, Inc. that any and all documentation and/or observations made by any personnel of this company in relation to this policy, concerning an employee who is participating in a treatment program, can be released to the designated professional treatment facility without any written or oral consent by the employee receiving the treatment.
- J. Employees participating in rehabilitation shall sign a medical release granting C&K Industrial Services, Inc. progress information reports and successful completion reports on the employee's rehabilitation program(s).
- K. Upon acceptance of designated drug/alcohol treatment program, the employee will sign and abide by all specific guidelines stipulated in the "Rehabilitation Agreement." Any violation of this agreement can result in discipline up to and including termination.

REHABILITATION WORK AGREEMENT:

- I. Any employee who does not successfully complete the designated rehabilitation program clearly understands that he/she will be terminated from C&K Industrial Services, Inc..

- II. Under the guidelines of this policy any and all employees understand and agree to the following rehabilitation guidelines and conditions. These guidelines and conditions are specifically formulated for the employee who participates in and successfully completes a rehabilitation program for alcohol and/or drug abuse.
 - 1. I will accept supervision due to my drug and/or alcohol dependence as a constructive part of my recovery.

 - 2. I understand that to continue employment with C&K Industrial Services, Inc. I must meet all established standards of conduct and job performance. Additionally, I understand and agree to this company’s disciplinary procedures for any failure to meet those standards up to and including termination.

 - 3. I understand that I will be subject to testing at the sole discretion of C&K Industrial Services, Inc. as part of my drug and/or alcohol dependency rehabilitation.

 - 4. I agree that I shall cooperate fully with any and all company requests to submit to such tests. I further acknowledge and understand that if I fail to cooperate fully or fail to submit to such tests when requested, such failure will be just cause for immediate termination.

 - 5. In the event that any of my test results (initial test and confirmation test) indicate a positive reading from both tests, which disclose that I have used illegal drugs, alcohol or prescription drugs for which I do not have a current valid prescription, I will be terminated.

 - 6. I understand that I will be subject to the stated rules and conditions for up to _____ months with the starting date of _____.

_____	_____
Employee Signature	Date
_____	_____
Supervisor Signature	Date

DISCIPLINE AND POTENTIAL REHIRE

When a C&K employee tests positive drug or alcohol test the following discipline and rehire criteria is enforced:

1. Refusal to Test: the discipline is immediate termination and the employee can not be rehired.
2. Breath Alcohol less than .04 but above .02: the discipline is a 24 hour suspension.
3. Breath Alcohol greater than .04: the discipline is immediate termination and the employee could be rehired after 12 months.
4. Positive drug test: the discipline is immediate termination and the employee could be rehired after 12 months.

C&K has a special rehabilitation and rehire policy where an employee may be rehired in less than the 12 month required period. The employee must meet the following criteria for rehire:

1. The former employee must request rehire from the C&K divisions General Manager.
2. C&K General Manager will review the former employees performance and previous discipline to determine their eligibility for rehire.
3. If the General Manager approves the former employees eligibility, information is forward to the C&K Safety Director and HR Director for their approval.
4. If the former employee is approved they have to wait 90 days for rehire and complete a Substance abuse evaluation from a Substance Abuse Professional at a C&K approved treatment facility. The Substance Abuse Professional will complete an evaluation of the former employee's substance abuse and any suggested substance abuse treatment program the employee must complete.
5. The C&K Safety Director will review the substance abuse evaluation and determine if the former employee can be rehired.

Prior to rehire, the employee participating in a rehabilitation program (if required by evaluation) shall sign a medical release granting C&K Industrial Services, Inc. progress information reports and successful completion reports on the employee's rehabilitation program(s).

The rehired employee will sign and abide by all specific guidelines stipulated in the "Rehabilitation Agreement." Any violation of this agreement can result in discipline up to and including termination.

CONFIDENTIALITY:

1. C&K Industrial Services, Inc. shall make every reasonable effort to protect the privacy of all employees and to assure the confidentiality of all matters connected with this policy.
2. All laboratory positive drug and/or alcohol tests will be reviewed by a Medical Review Officer prior to being reported to C&K Industrial Services, Inc. as a positive test.
3. The medical records of all employees with substance dependency will be kept confidential and preserved in the same manner as all other medical records.
4. Medical records and/or any reports pertaining to this policy involving an employee of C&K Industrial Services, Inc. will be disclosed only for the following reasons:
 - A. To defend any legal action brought by the employee.
 - B. An employee not participating in a rehabilitation program, authorizes C&K Industrial Services, Inc. in writing to release confidential medical information and/or reports.
 - C. As required to comply with customer requirements for verification of our Drug Free Workplace Program.

Exception To This Section:

Employees participating in rehabilitation shall sign a medical release granting C&K Industrial Services, Inc. progress information reports and successful completion reports on the employee's rehabilitation program(s).

5. Supervisors and investigators are to instruct other employees not to talk about possible company violations.

SEIZING SUSPECTED ALCOHOL AND/OR DRUGS:

If any employee is suspected of possessing alcohol contrary to management's policy or selling, purchasing, transferring or possessing an illegal drug the supervisor should:

Seize any suspected alcohol and/or illegal drugs which are in plain sight. The supervisor should have a witness present before seizing any such materials.

You should secure any container or the like, where alcohol or illegal drugs may be present, for a subsequent search by appropriate personnel.

Order the employee to report to an area in the facility where appropriate personnel can question the suspected employee or employees in private.

PROPERTY SEARCHES:

C&K Industrial Services, Inc. reserves the right to carry out reasonable searches of individuals, their personal effects, their lockers and vehicles when entering C&K Industrial Services, Inc. premises and/or customer sites. Also while on C&K Industrial Services, Inc. premises and/or customer sites and when leaving C&K Industrial Services, Inc. premises and/or customer sites. The objective of all searches is to deter the use, possession, transportation or sale of illegal drugs and alcoholic beverages in order to provide a safe work environment. Such searches may be initiated by C&K Industrial Services, Inc. without prior announcement, with or without cause, and will be conducted at such times and locations as deemed appropriate.

An employee's consent to such searches is required as a condition of becoming and remaining an employee of C&K Industrial Services, Inc.. An incumbent employee's refusal to consent to any such search will result in disciplinary action, up to and including termination, even for a first refusal.

Searches may be conducted using management personnel, federal or local law enforcement officers or private security personnel. Searches may be conducted with the assistance of specially trained dogs. Follow any incident involving a search of employees, property or facilities; involved personnel are to fully document action taken and results.

SALE OF ILLEGAL DRUGS:

If any employee is involved in the sale, purchase, trade or transfer of any illegal drug(s) while on C&K Industrial Services, Inc. time and/or while on/using C&K Industrial Services, Inc. property that employee will be terminated.

All illegal drug(s) will be turned over to the proper law enforcement authorities.

OFF PREMISE USE OF DRUGS:

The use, sale, possession, transfer, trade or purchase of illegal drugs where such involvement constitutes a direct threat to the company's property, the customer's property, a company employee, affects an employee's job performance, generates publicity or circumstances adversely affecting C&K Industrial Services, Inc. or its employees is absolutely prohibited. Employees who engage in such conduct off premises will be subject to disciplinary action up to and including termination.

COMPANY SPONSORED EVENTS:

Possession and consumption of alcohol beverages while at a C&K Industrial Services, Inc. sponsored event, on or off premises, may be authorized by management. It is the policy of C&K Industrial Services, Inc. that employees participating in such events and consuming alcoholic beverages will be expected to demonstrate moderation and are solely responsible for the safety and well-being of themselves and others at all times before, during and after such company-oriented event.

DRUGS AND ALCOHOL COMPANY GUIDELINES:

I. Pre-Employment applicants must be tested for:

Drug Name	Screening Cutoff	Confirmation Cutoff
Marijuana (Cannabinoids)	50 ng/mL	15 ng/mL
Cocaine	150 ng/mL	100 ng/mL
Amphetamines	500 ng/mL	250 ng/mL
Opiates	2000 ng/mL	2000 ng/mL
6-Monoacetylmorphine	10 ng/mL	10 ng/mL
Phencyclidine (PCP)	25 ng/mL	25 ng/mL
Ecstasy	500 ng/mL	250 ng/mL

II. Current Employees testing for Random, DOT Physical, Annual and Post Accident must be tested for:

Drug Name	Screening Cutoff	Confirmation Cutoff
Marijuana (Cannabinoids)	50 ng/mL	15 ng/mL
Cocaine	150 ng/mL	100 ng/mL
Amphetamines	500 ng/mL	250 ng/mL
Opiates	2000 ng/mL	2000 ng/mL
6-Monoacetylmorphine	10 ng/mL	10 ng/mL
Phencyclidine (PCP)	25 ng/mL	25 ng/mL
Ecstasy	500 ng/mL	250 ng/mL

III. Alcohol Testing Requirements

An employee will be removed from a Safety Sensitive Position for 24 hours if your BA is more than .02 and less than .04. A Breath Test over .04 is a DOT Violation, and considered a positive Breath Alcohol Test, thus subject to disciplinary action listed in this policy.

CUSTOMER REQUIRED DRUG AND ALCOHOL TESTING

In addition to testing required by C&K and the DOT, additional drug and alcohol testing is sometimes required by C&K customers. This testing can include:

- Testing prior to working at the customers site
- Annual testing for entry into the customers site
- Random Testing
- Reasonable Suspicion Testing
- Post Accident Testing

The C&K customer testing and requirements under their Drug and Alcohol program may vary from C&K's program. Positive results or refusal to test will result in employees ban from that customers site which may result in the termination or layoff of the employee due to their inability to work at the customers site. These testing's may include:

- Greater than 7 Panel non-regulated Drug and Alcohol tests
- Hair Follicle Testing
- Two Negative Dilute tests being considered a Positive test

TEMPORARY LABOR AND SUBCONTRACTOR REQUIREMENTS

All Temporary Labor personnel and Subcontractors are required to following C&K and their customer's drug and alcohol testing programs. These tests will include:

- A. Pre-employment
- B. Periodic
- C. Post Vehicle Accident/Property Damage/Environmental Incident
- D. Random
- E. Reasonable Suspicion
- F. Customer Required

All Temporary labor and Subcontractors are required to abide by the Discipline, Customer Required Testing; Sales of Illegal Drug, Mind or Behavior Altering Substances, Property Searches and Seizure sections of this policy.

All Temporary labor and Subcontractors are required to complete C&K Substance Abuse training prior to beginning work.

RESERVATION OF RIGHTS:

C&K Industrial Services, Inc. reserves the right to interpret, change, or rescind this policy in whole or in part with or without prior notice. In addition, changes to applicable federal, state or other laws may require C&K Industrial Services, Inc. to modify or supplement this policy. This policy does not create a binding employment contract or modify an existing contract.

**REPORTING REQUIREMENT:
CONVICTION VIOLATION OF FEDERAL OR STATE DRUG STATUTE:**

Each employee is required to notify the Human Resource Department within five (5) days after he or she is convicted of a violation of any federal or state criminal drug statute where such violation occurred at the workplace or any location where official business is conducted. A conviction means a finding of guilty, no contest (including a pleas of nolo conendere) or the imposition of a sentence by a judge or jury in any federal or state court. Any employee who fails to report such a conviction will be subject to immediate termination.

Within thirty (30) days of such notification the Human Resource Department will be required to take appropriate disciplinary action against such an employee, up to and including termination. The Human Resource Department may also refer the employee to the EAP for referral and treatment.

OUTSIDE CONTRACTORS:

Outside contractors or venders who are working on C&K Industrial Services, Inc. property shall sign a Certificate of Drug-Free Workplace Compliance as a condition of such contract.

EMPLOYEE AWARENESS EDUCATION:

Every current employee will attend an educational session in which this program is discussed. There will be an opportunity to ask questions. All supervisors and management will attend. At this session, the written Policy will be distributed, and everyone will be expected to sign that he/she received a copy. In addition, a qualified professional will offer at least one session designed to make employees aware of substance use as a problem, the effects it can have on the individual and the family, signs and symptoms of use, effects of commonly used drugs in the workplace, the model of chemical dependency, and how to get help. How to get a referral for employee assistance, assessment of the degree of the substance use problem and/or treatment will also be covered. There will be a minimum of two hours of educational awareness offered annually to all employees. New employees will learn about this program during orientation, and they will receive substance education as soon as possible thereafter.

SUPERVISOR TRAINING REQUIREMENT:

For supervisors to identify when an employee has a substance use problem that may endanger the employee and other employees as well as be in violation of this Policy, they need training. This training is in addition to the two hours of annual employee education/awareness. Every supervisor will receive training about drug/alcohol testing responsibilities before the program begins. In addition, supervisors will receive a total of four hours of training from a qualified professional the first year of the program, and two hours of refresher training every year thereafter. This training will be designed to help supervisors recognize behaviors that demonstrate an alcohol or drug problem; how to document these behaviors and confront an employee about the problem; how to initiate reasonable suspicion testing; how to make appropriate referrals of an employee for an assessment of the problem or other assistance; how to follow up with employees who return to work after a positive test; and how to operate consistently with collective bargaining agreements.

TERMINATION NOTICES:

In those cases where substance testing results in the termination of employment, all termination notices will list “misconduct” as the reason for termination. Termination shall be deemed “for cause.”

ON-GOING EDUCATIONAL AWARENESS REGARDING SUBSTANCE USE:

C&K Industrial Services, Inc. wants to take the time in the concluding section of this Policy to again state its commitment to addressing the problem of substance use in the workplace. C&K Industrial Services, Inc. recognizes the pervasive nature of substance use in today’s society and desires to provide its employees with information pertaining to this problem and the opportunity to develop awareness. As such, all employees will be required to participate in C&K Industrial Services, Inc. -sponsored education programs. As stated earlier in this Policy, these programs will be provided for all employees, including supervisors and top management, and attendance shall be mandatory. All training will be conducted by or supervised by appropriately qualified educators who will provide educational and instructional materials that will benefit all employees. As they become available, the C&K Industrial Services, Inc. will continue to provide new educational materials to all employees.

All employees will receive an initial orientation, prior to the implementation of our Drug-Free Workplace Program, information about this Policy, and key information about alcohol and drugs, signs and symptoms of use, the disease model associated with addiction, and the effects of commonly used drugs in the workplace.

Supervisors will also attend all educational sessions and will receive an initial four hours of informational and skill-building training to help them perform their responsibilities knowledgeably and effectively in terms of this Policy. Supervisors will receive two hours of refresher training in subsequent years.

All the educational awareness building and training sessions are aimed at helping employees understand the nature of the substance use problem and to know what resources are available to help employees and their families learn to deal with this problem and overcome it. This Policy is designed to challenge the workplace to become substance free and to create a safer workplace for everyone.

Split Specimen:

The use of split specimen is required for C&K's drug-testing program. C&K will arrange for their collection sites to do split specimen urine collection in the drug testing process. DOT believes that having the voided sample split into two separately maintained specimens is an important part of appropriate re-testing. An employee can request that any positive drug test be re-tested utilizing the second part of the original split sample. The second part of the split sample must also be sent to a certified federal lab.

The cost for testing the second part of the original sample is to be paid by the employee prior to conducting the split sample test. If the second part of the original sample results in a positive then the test results are upheld as positive and the employee receives no refund for payment of the second part of the original sample. If the second part of the original sample tests negative then the employee will be refunded all costs paid for second part of the original sample. Additionally, any negative results from second part of the original sample will officially nullify the original positive results and the employee's test will be finalized as an official negative.

Denial of Workers' Compensation Benefits:

All employees covered under this drug/alcohol testing company policy that participate in this program and have a blood, breath, urine or other form of acceptable drug/alcohol testing conducted can be denied Workers' Compensation Benefits by creating a rebuttable presumption (positive test) that the proximate cause of his or her injury is the alcohol or controlled substance. Additionally, any employee covered under this company policy that refuses to submit to the chemical test will also result in that rebuttable presumption. Positive for rebuttable presumption is any positive drug test and/or any alcohol test that is .02 or greater.

Mind or Behavior Altering Substances

C&K Industrial Services, Inc. is thoroughly committed to a healthy and safe work environment for all its employees. In pursuit of this commitment, employees who foster unsafe or unhealthy work environments will not jeopardize C&K Industrial Services, Inc. for themselves and fellow workers by the abuse of alcohol and/or drugs. This includes illegal drugs and alcohol covered under C&K's Substance Abuse policy, and over-the-counter mind or behavior altering substances not included under this policy. These substances may include, but are not limited to:

- K-2, Bath Salts, Synthetic drugs, Aerosols, solvents, various herbs and incenses

All work performed by C&K is performed in safety sensitive environments, therefore clear, quick thinking is critical in you and your co-workers safety. A drug and alcohol free work environment will be maintained to ensure that C&K Industrial Services, Inc. reputation and services are maintained at the highest level.

Therefore, C&K Industrial Services, Inc. will not permit the use, sale, purchase, possession, transfer or being under the influence of alcohol, illegal drugs, over-the-counter mind altering drugs or any substances that may impair your ability during work time, and doing so will result in immediate termination of that employee.

3. Consequences of violation

- a. Employee must be removed from safety-sensitive duty if they have a testing violation.
- b. If the company retains the employee, policy requires the employee*:
 - i. Be evaluated by a Substance Abuse Professional (SAP)
 - ii. Complete recommended education or treatment
 - iii. Have a negative return to duty test before returning to work (minimum of 14 days must pass between date of violation and return to duty test date)
 - iv. Be subject to follow-up testing – minimum of 3 in first 12 months

ACKNOWLEDGEMENT OF RECEIPT OF COMPANY DRUG-FREE WORKPLACE POLICY

Signing this form acknowledges that the employee and/or applicant has received a copy of the Company's Drug-Free Policy, has had the opportunity to discuss the Policy and have questions answered, and understands all of the provisions in the Policy. Although it reflects the Company's current Policy regarding substance use, it may be necessary to make changes from time to time at the Company's sole discretion, to best serve the needs of our organization. However, any changes deemed necessary will be made in writing, and the modified Policy will be shared with every employee and/or applicant.

By my signature below, I acknowledge that I have received a copy of the Drug-Free Policy of the Company. I understand that it is my obligation to read, understand and comply with the procedures and provisions contained within this Policy.

As an employee and/or applicant of the Company I hereby acknowledge that the Company's policy requires me to submit drug testing and/or breath alcohol testing to rule out the presence of non-prescribed or prohibited dangerous controlled substances in my system. I hereby freely and voluntarily consent to this request for a drug test and/or alcohol test, and agree to participate in the testing program.

I hereby and herewith release the company, its employees, agents and contractors from any and all liability whatsoever arising from this request for testing, from the actual testing procedures, and from decisions made concerning my application for or continuation of employment based on the results of the analysis. I hereby agree to cooperate in all aspects of the testing program.

I hereby authorize the release of my drug and/or alcohol test results to the designated Medical Review Officer (MRO), and/or to the Company's examining physician as provided by the Company's Policy.

Employee/Applicant Signature: _____

Employee/Applicant Printed Name: _____

Witness Signature: _____

Witness Printed Name: _____

Date of Signatures: _____

SITE SPECIFIC HEALTH AND SAFETY PLAN

C&K Industrial Services, Inc.

Contract No:

Project Name: NEORSD Jennings and Old Denison Health & Safety Plan

Work Location: Jennings Pump Station and Sewer lines at Jennings and Old Denison

Task Name: Sewer Line Televising and Cleaning

Projected Job Start:

Date: ?

Projected Job Finish:

Date: ?

Prepared By: Daniel Mitchem Safety Director

Phone: (216) 642-0055

_____ Date: _____

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Attachments:

Attachment 1: Tailgate Safety Meeting, Confined Space Permit, Safety Observation and JSA Forms

Attachment 2: Chemical Hazards

Attachment 3: C&K Safety Programs and Policies

INTRODUCTION: The purpose of this HASP is to set forth, in an orderly and logical fashion, appropriate health and safety procedures to be followed during onsite cleaning and televising operations for NEORSD Jennings and Old Denison Combined Sewer Cleaning.

During the performance of the task to be performed, this HASP identifies potential hazards to which C&K Industrial Services' personnel may be exposed. C&K Industrial Services personnel shall not participate in this Task without having read this plan in its entirety. This plan has been developed to be as complete as possible, however, should conditions dictate revisions or additions to this plan, amendments shall be drafted, added, and distributed to all persons involved with this plan. This plan works in concert with the C&K Industrial Services' Corporate "Safety and Health Plan", OSHA standards 29 CFR 1910 and 1926, Environmental Protection Agency regulations, National Fire Protection Association Codes, and any other applicable codes.

STATEMENT OF COMPANY'S SAFETY GOALS AND OBJECTIVES: It is the desire of C&K Industrial Services, Inc. to maintain a safe, healthy and accident free environment. The company considers the health and safety of all employees to be of substantial concern. As such, the company attempts to provide mechanical and physical equipment, training, and the general environment needed to promote the personal safety and health of its employees.

DESCRIPTION OF WORK: C&K industrial Services will provide the properly trained personnel and equipment necessary to provide CCTV inspections and cleaning, plus obtaining relevant samples within the parameters of contract.

- C&K Industrial services (C&K) intend to use all our resources to successfully complete project efficiently, safely and on time.
- We intend to provide CCTV Unit with fully trained NASSCO certified Operator who will supervise all tasks performed on site. Two fully trained Field Technicians will assist in operations along with a pick up loaded with Confined Space, Safety and Decontamination gear.
- All sampling and decontamination materials will be given to designated person(s)

Tailgate Safety Meetings and Job Safety Analysis will be held daily with all personnel onsite to address hazards and any safety concerns.

SAFETY AND PROTECTIVE EQUIPMENT

The following equipment for the safety and protection of the workmen shall be provided by C&K. This equipment shall be made available at the worksite before the commencement of any work. C&K will ensure that its workmen are familiar with the use of all safety and protective equipment required.

- i) Safety Apparatus - Multi-gas monitor, first aid kit, PID
- ii) Protective Equipment - Hardhat, work clothes (long sleeve shirt required), safety glasses and gloves (rubber or nitrile), steel toed knee length rubber boots, chemical

tyvek. Fullface Cartridge Respirator with Organic Vapor Cartridges will be used when needed (when any splash hazard exists).

No manhole entry will be done without a revised safety plan and approval from C&K Safety Department and customer. All work is to be done without making entry. PPE requirements need for entry into the sewer will be detailed in the revised HASP.

iii) Level B PPE (supplied air respirator and CPC suit) when entry is required into the sewer or otherwise necessary.

iv) Other Equipment & Tools - barricades, decontamination equipment (see decon section)

v) Confined Space Rescue Plan determined prior to any permit required confined space entry. May include external rescue or Onsite Rescue Team.

PREPARATORY WORKS

1. The position of the nearest mobile phone shall be identified so that in the event of an emergency, help can be summoned immediately.
2. No Smoking, naked light or fire shall be allowed in the vicinity of any manhole or the Decon area. Smoking may only be done in designated areas.
3. Proper barricades and warning signs shall be placed around the working manhole.
4. Weather will be monitored prior to entrance into any section of sewer system, flow rates must be at safe working levels.

ENTERING MANHOLE PROCEDURES

BEFORE ENTERING MANHOLES AND CHAMBERS

No manhole entry will be done without a revised safety plan and approval from C&K Safety Department and customer.

All work is to be done without making entry.

These procedures would be followed if entry was approved.

1. The cover of the working manholes and those immediately upstream and downstream shall be removed to provide ventilation and to serve as emergency exits. Manhole Barricades shall be provided for public safety. A four gas monitor will be used around the manholes prior to removal to ensure a safe atmosphere is present.
2. Air blowers shall be used for ventilation whenever necessary. The blower shall be placed as far as possible from the working manhole and vehicle exhausts and shall be operated for a sufficient time to ensure that all gases are driven out.
3. The presence of gases shall be tested by lowering the multi-gas monitor into the manhole. Do not enter the manhole if the multi-gas monitor indicates dangerous conditions.

Sewer entry team shall carry multigas monitor in the sewer.

4. Oxygen deficiency shall be tested. (The oxygen level must be maintained above 19% but Not exceeding 23%).
5. No workmen shall enter the manhole or sewer if they detect smell or feel giddy or suspicious even if safe conditions are indicated in (3) and (4).
6. If a manhole is safe to enter, all personnel protective equipment (listed above) must be worn before entering.
7. The supervisor shall keep count of his men before entering the sewer.
8. Ladders or tripod shall be used for access into or out of any manhole, which exceeds 1m deep. Only one man shall be allowed on a ladder at one time.

WHILE MEN ARE IN SEWERS

1. No men shall be allowed to work in a sewer alone.
2. The top men shall keep in touch with the men below by two-way communication or air Horn signals.
3. If dangerous conditions are encountered or if danger is suspected, then the men below Shall return to the surface immediately through the nearest manhole. If the multi-gas monitor alarms all entrants will exit the sewer immediately.
4. During the whole of the time that the men are below ground, proper and adequate Ventilation shall be maintained.
5. No smoking or naked light in manholes or sewers shall be allowed.
6. Safety harnesses and helmets shall be worn at all times while working inside manholes and sewers.
7. The air inside a manhole or sewer shall be tested continuously with the use of “personal Gas monitor” by those working below. The gas monitor shall be capable of measuring the concentration of Carbon Monoxide, Oxygen, Hydrogen Sulfide and flammable Gases.

NEORSD Health and Safety Requirements

C&K will follow all NEORSD Health and Safety Requirements and all personnel shall be trained and familiar with all health regulations including, but not limited to, the following:

- GENERAL CONFINED SPACE REQUIREMENT – Shall comply with (OSHA 29CFR 1910.146)
- PERSONAL PROTECTIVE EQUIPMENT/RESPIRATOR USAGE – Shall comply with (OSHA 29CFR 1910.134)
- LOCKOUT/TAGOUT – Shall comply with (OSHA 29CFR 1910.147)
- HAZWOPER – Shall comply with (OSHA 29CFR 1910.120)

DECONTAMINATION PLAN

C and K Industrial Service (C&K) have developed a site plan for the decontamination (Decon) of equipment that has been used in the CCTV Inspection and Sampling procedure as set out in work plan. Decon will start with proper PPE. We will supplement our usual requirements with saranex suits, metatarsal boots and neoprene gloves

Our plan will start at first manhole we open and will continue at each subsequent opening. First we will lay sheets of visqueen down on surface and place intended equipment on top. Then we will place camera in invert of pipe from top of manhole and continue with CCTV inspection. Upon completion or abandonment of inspection, we will pull back equipment and as it comes out of hole we will engage in a double wash/rinse procedure.

This entails our first field technician washing with solvent (either Toluene or Xylene) and rinsing with water followed by a repeat procedure before winding cable on drum on back of van. Camera and transporter used for inspection will be lifted from manhole –again from top and will be submitted to a thorough repeat double procedure, and then lifted on to more visqueen on back of van.

Any materials used in this decon procedure will be inserted into garbage bag and duly labeled with manhole numbers-i.e. Manhole 1 to Manhole 2 and will be handed over to designated person.

Samples will be taken as directed by client and any utensil used in this procedure will be liable to same decon plan.

At the end of the day we will insert all equipment used through the day into small pool like container or wiped down during use and will be thoroughly treated to the double wash/rinse procedure. PPE and materials used in final decon will be labeled, bagged up and given to contractor.

Until sample results are known, C&K will leave their equipment at NEORSD Jennings Pump Station.

HAZARD COMMUNICATIONS- Chemical Hazards

See Attachment 2

C&K INDUSTRIAL SERVICES EMERGENCY CONTACT LIST

Name	Title	Office / Home Phone	Cellular Phone
C&K Dispatch		216-642-0055	
Paul Harrison	General Manager	216-642-0055	216-538-8645
Ken Miller	Operations Manager	216-642-0055	
John Yakovich	Safety Manager	216-642-0055	216-538-8640
Daniel Mitchem	Safety Director	216-642-0055	513-330-0503

EMERGENCY PROCEDURES

Prior to beginning work at the site, the client representative, C&K field personnel will identify a site evacuation route and place of refuge as well as the best means of communication from the site (i.e., are cell phones allowed, do they work, can responders find our location, etc.). In the event of an emergency at the site, first contact the appropriate emergency services, next secure the site, and then notify the C&K Project Manager. In the event of an incident, follow all C&K Incident procedures and complete all C&K incident forms. First Aid may be self performed onsite or go to the C&K occupational medical provider for First Aid treatment (Concentra).

If exposure to hazardous substances is suspected, or if any symptoms of exposure are experienced, leave the contaminated area. If a dermal or ocular exposure is suspected, wash the affected area with plenty of water for a minimum of 15 minutes. If symptoms are serious in nature seek medical assistance immediately.

See the emergency phone numbers and maps below. Minor injuries should be treated at an occupational health clinic when possible. Significant injuries should be treated at the nearest hospital.

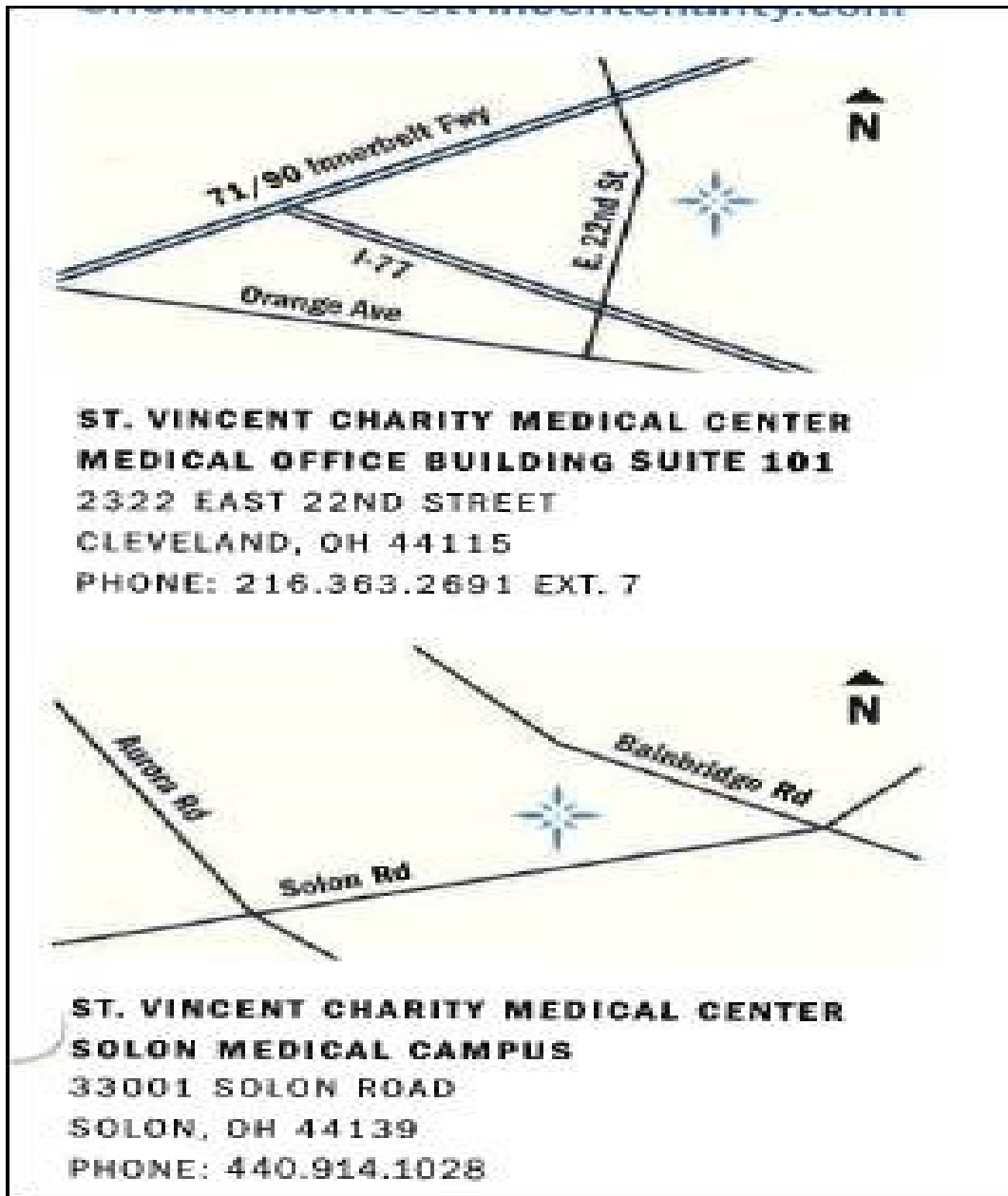
Hospital Name & Address:

St. Vincent's Charity Medical Center
2322 East 22nd St.
Cleveland, OH 44115
Phone: 216-363-2691

Occupational Clinic Name & Address:

Concentra Urgent Care
4660 Hinckley Industrial Pkwy
Cleveland, OH 44109
Phone: 216-749-2730

MAP TO HOSPITAL



Medical Program

C&K IS CONCERNED ABOUT THE HEALTH AND SAFETY OF EACH OF ITS EMPLOYEES. For this reason, C&K has created a medical program as required by both the Occupational Safety and Health Administration and the Department of Transportation requirements. Due to the safety sensitive requirements of each job function at C&K, all employees are required to pass an Occupational Physical Exam, based on the Department of Transportation standards, and any other physical that may relate to safety or regulatory issues.

- I.** Physician:
 - A. See site specific data sheet for a list of approved medical providers in each specific area office.
- II.** Pre-Employment (all applicants):
 - A. Medical History
 - B. Occupational History
 - C. Physical Exam
 - D. DOT Exam
 - E. Respirator Rating
 - F. Baseline
 - G. NIDA DOT Screening (see the Drug Testing Program for more details)
 - H. Alcohol Screening
- III.** Annual Exam:
 - A. Approximately yearly update of medical/occupational history
 - B. If an employee is assigned to a project requiring further testing to meet OSHA standards, the employee will be given such tests to meet the standards. Some factors that may influence additional testing are:
 - 1. exam results
 - 2. exposures
 - 3. job task/class.
- IV.** Random Drug/Alcohol Testing:
 - A. As needed based on reasonable cause, post accident, etc.
 - B. As part of NIDA DOT Drug Testing (see the Drug Testing Program for more details)
 - C. As part of DOT alcohol testing
- V.** Emergency Health Care:
 - A. First aid on site
 - B. Use local hospitals
 - C. Follow up with company doctors
- VI.** Non-Emergency Health Care:
 - A. Refer to the site-specific data sheet for list of approved medical providers in your area.
- VII.** Record Keeping:
 - A. Keep OSHA Injury file.

- B. Medical files are to be kept in employment file for 30 years after employment and readily accessible to employee.

VIII. Return to Work:

- A. Physical Exam
- B. DOT Exam
- C. Respirator Rating
- D. NIDA DOT Screening (see the drug testing program for more details)
- E. Alcohol Screening

IX. Termination Exam:

- A. Employee will take a full exam upon leaving if employed for longer than a year.
- B. Employees will be notified in writing.

X. Program Review (Annually by the safety department):

- A. Have all illnesses and incidents been investigated?
- B. Should the Health and Safety Plan be changed?
- C. Should any medical tests be added or deleted?
- D. What are the emergency procedures for upcoming projects for the year?
- E. Update emergency and medical information and lists.

C&K Employee Training Procedures

- I. *New hires* will receive an initial indoctrination which includes a review of company policies and safety standards applicable to the new hires expected job tasks. At a minimum new hires will complete training in:
 - A. Hazard Communication
 - B. Lockout/Tagout
 - C. Personal Protective Equipment
 - D. Fire Extinguisher
 - E. Other General Safety Policies, including but not limited to:
 1. Walking and Working Surfaces
 2. Heat Stress
 3. Fatigue Management
 4. Human Performance Rules
 5. Bloodborne Pathogens
 - F. Company familiarization training to be held with the Operations Manager. This is denoted as “Hands on Training” in the training file.

Most employees will be expected to perform such job tasks as listed below, additional specific training will be given to the employee but is not necessary to meet the basic company requirements.

- A. Confined Space Entry
 - B. Respirator
 - C. Fall Protection
- II. The following classes are also provided for employees on a case by case basis as necessary. All field employees will be trained or demonstrate previous training on the following topics:
 - A. 40 hour O.S.H.A. training including HM181/HM126F
 - B. DOT driver training based on: 49CFR 172 H & 177
40 CFR 262 & 263
Mass 310CMR30.409
 - C. Fire Extinguisher
 - D. 40 hour Hazardous Waste Operations
 - E. Emergency Response.
 - III. Upon completion of 40 hour training, employees will receive at least eight (8) hours of annual refresher on the above topics.
 - IV. Monthly safety meetings will be held and logged in the monthly safety meeting binder. Topics will alternate between OSHA and DOT related.
 - V. Job specific training will be provided for equipment operations such as waterblasters, vacuum trucks, forklifts and so on as applicable to an employees job function. A hands on approach will be utilized.

- VI. Operators are encouraged to conduct daily hard hat meetings to convey specific job hazards and safety procedures for the days scheduled activities. A job setup sheet is typically provided for each job.

C&K Employee Training Course Outlines

NEW HIRE AND ANNUAL TRAINING

- A. INTRODUCTION
 - 1. Instructor Introduction
 - 2. Course description
 - 3. Student Sign-in

- B. HAZARD COMMUNICATION
 - 1. Background of Hazard Communication/Employee Right-To-Know Standard
 - 2. Basic Chemistry /Terminology
 - 3. Container Labeling
 - 4. Hazard Designator
 - 5. Employee Training
 - 6. C&K Written Hazard Communication Program (see Safety Manual Appendix for complete program)

- C. LOCKOUT/TAGOUT (see Safety Manual Appendix for complete program)
 - 1. Background of Lockout/Tagout Standard
 - 2. Lockout/Tagout Terminology
 - 3. Types of Lockouts
 - 4. O.S.H.A.'S Six Step Lockout/Tagout Procedure
 - 5. Missing Worker Procedure
 - 6. C&K Lockout/Tagout Policy

- D. PERSONAL PROTECTIVE EQUIPMENT
 - 1. Background of O.S.H.A.'S PPE Standard
 - 2. Types of PPE Required at C&K
 - 3. Proper Use, Selection, and Limitations of PPE
 - 4. Equipment Inspection\Maintenance
 - 5. Donning and Doffing PPE

- E. FIRE EXTINGUISHER
 - 1. Causes of Fires
 - 2. Fire Tetrahedron
 - 3. Classes of Fires
 - 4. Extinguishing Medias
 - 5. Emergency Decision Making
 - 6. Extinguisher Use Techniques

7. Drum Fire Demonstration

F. CONFINED SPACE ENTRY

1. Background of Confined Space Standard
2. Confined Space Terminology
3. Confined Space Evaluation & Classification
4. Permit System and Entry
5. Confined Space Team
6. Entry Procedures
7. Air Monitoring
8. Non-Entry Rescue
9. Employee Training
10. C&K Written Policy (see Safety Manual Appendix for complete program)

G. RESPIRATORY PROTECTION

1. Overview of O.S.H.A.'S Requirements
2. Respirator Types
3. Proper Respirator Use and Selection
4. Proper Cartridge Selection
5. Respirator Maintenance/Inspection
6. Respirator Storage
7. Employee Physical
8. Fit Test
9. C&K Written Policy (see Safety Manual Appendix for complete program)

H. FALL PROTECTION

1. Overview of Fall Protection Standard
2. Fall Hazard Recognition
3. Minimizing Fall Hazards
4. Fall Protection Equipment- Selection, Use, and Inspection

FORTY HOUR O.S.H.A. HAZWOPER TRAINING

A. COURSE INTRODUCTION

1. Instructor Introduction
2. Course Material Overview
3. Sign-in

B. HAZARDOUS MATERIALS REGULATIONS

1. RCRA/TSCA
2. SARA Title III
3. CERCLA
4. Overview of HAZWOPER Requirements

- C. CHARACTERISTICS OF HAZARDOUS MATERIALS
 - 1. Chemical Hazards
 - 2. Key Definitions and Terminology
 - 3. Basic Chemistry

- D. HEALTH AND SAFETY
 - 1. Chemical Exposures
 - a) Routes of Entry
 - b) Effects of Overexposure
 - c) Detecting the Presents of Hazardous Materials

 - 2. Utilization of Information Sources
 - a) MSDS
 - b) Emergency Response Guide
 - c) Manufactures Labels
 - d) NFPA Hazard Designator
 - e) NIOSH Pocket Guide

 - 3. HM-126F, HM-181, HM-215A&B
 - a) Placards
 - b) Labels/Markings
 - c) Manifesting
 - d) Hazard Assessment
 - e) Response To Chemical Spills
 - f) Conformity with International Standards

- E. PERSONAL PROTECTIVE EQUIPMENT
 - 1. Levels of Protection
 - 2. Protective Clothing and Accessories
 - 3. Proper Selection of PPE
 - 4. Limitations and Breakdown of PPE
 - 5. Proper utilization of PPE
 - 6. Donning/Doffing
 - 7. Inspection/Maintenance of PPE
 - 8. Respirators

- F. CONFINED SPACE ENTRY
 - 1. Background of Confined Space Standard
 - 2. Confined Space Terminology
 - 3. Confined Space Evaluation and Classification
 - 4. Permit System and Entry
 - 5. Confined Space Team
 - 6. Entry Procedures
 - 7. Air Monitoring
 - 8. Non-Entry Rescue

9. Employee Training
 10. Written Confined Space Policy
- G. RESPONDING TO CHEMICAL SPILLS
1. First Responders Approach
 2. Gathering Information
 3. Establishing Response Objectives
 4. Determining Response Zones
 5. Staging/Site Isolation
 6. Spill Response Tools, Equipment, and Materials
 7. Decontamination
 8. Disposal
 9. Incident Command System
 10. Planning and Organizing
- H. FIRE EXTINGUISHER
1. Causes of Fires and Explosions
 2. Fire Tetrahedron
 3. Classes of Fires
 4. Extinguishing Medias
 5. Emergency Decision Making
 6. Extinguisher Use Techniques (Non-Fire Practice)
 7. Drum Fire Demonstration

DRIVER/DOT TRAINING

- I. D.O.T. HAZARDOUS MATERIALS AND HAZARDOUS WASTE TRAINING
- 1) Labeling, packaging, placarding and shipping requirements
 - 2) Use of 172.101 Hazardous Materials Table
 - 3) Shipping papers and bills of lading
 - 4) Hazardous waste manifest
 - 5) Performance oriented packaging
 - 6) Use of Segregation Table
 - 7) Proper labeling and placarding
- J. HANDLING OF HAZARDOUS WASTES
- 1) Waste stream numbers
 - 2) Ignitable, corrosive, reactive and toxic waste
 - 3) TCLP testing
 - 4) Land Ban certification
 - 5) Proper loading techniques
- K. EMERGENCY HANDLING OF HAZARDOUS MATERIALS OR HAZARDOUS WASTE DISCHARGES

- 1) Proper notification to dispatch, fire department and National Response Center
- 2) Spill control
- 3) Decontamination
- 4) Disposal

L. F.M.C.S.R. REVIEWS

- 1) Driver qualifications
- 2) Hours of services requirements
- 3) Equipment files

M. SAFE VEHICLE OPERATIONS

- 1) Pre-trip and post-trip inspections
- 2) Seat belt usage
- 3) Equipment repair write ups
- 4) Defensive driver overview
- 5) Loading and unloading of materials
- 6) Fire extinguisher usage

C&K Industrial Services, Inc.

Tailgate Safety Meeting Form

Plant:	Customer Contact:	Date:
Location/Unit:	Time TSM Completed:	Person Initiating TSM:
Plant Emergency #:	Emergency Shower and Eyewash Location: Break Room	
Supervisor's Name:	Job Description:	
Type of Work to be Performed:	<input type="checkbox"/> Vacuuming <input type="checkbox"/> Hydroblasting <input type="checkbox"/> Sewer <input type="checkbox"/> Labor <input type="checkbox"/> Other: _____	
Safety Equipment Needed:	<input type="checkbox"/> Vacuum Safety Tee <input type="checkbox"/> Anti-withdrawl Device <input type="checkbox"/> Confined Space Retrieval System <input type="checkbox"/> Fresh Air Equipment <input type="checkbox"/> Other: _____	

Personal Protective Equipment (PPE) Assessment Checklist:

Eye and Face Protection:	<input type="checkbox"/> Safety Glasses	<input type="checkbox"/> Goggles	<input type="checkbox"/> Face Shield	<input type="checkbox"/> Other: _____
Head Protection:	<input type="checkbox"/> Hard Hat	<input type="checkbox"/> Other: _____		
Foot Protection:	<input type="checkbox"/> Work Boots (Steel Toes)	<input type="checkbox"/> Rubber Boots (Steel Toes)	<input type="checkbox"/> Metatarsal Boots	
Hand Protection:	<input type="checkbox"/> Leather Gloves	<input type="checkbox"/> PVC Gloves	<input type="checkbox"/> Neoprene Gloves	<input type="checkbox"/> Kevlar Gloves
	<input type="checkbox"/> Other: _____			
Protective Clothing:	<input type="checkbox"/> Coveralls	<input type="checkbox"/> TYVEK	<input type="checkbox"/> Blasting Suit	<input type="checkbox"/> Acid Suit
	<input type="checkbox"/> Fire Retardant Clothing	<input type="checkbox"/> Other: _____		
Respiratory Protection:	<input type="checkbox"/> Half Face Respirator	<input type="checkbox"/> Full Face Respirator		
	Cartridge Type: _____	<input type="checkbox"/> Supplied Air Respirator		
Hearing Protection:	<input type="checkbox"/> Ear Plugs	<input type="checkbox"/> Ear Muffs	<input type="checkbox"/> Both:	

Confined Space: N/A

Have C&K/Customer Confined Space Procedures been explained to entire crew	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	**If no, review now
Has Confined Space Evaluation been Conducted and Signed by Entire Crew	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Has the Customer declassified the Confined Space	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Fall Protection: N/A

Does work require fall protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	Inspection of fall protection equipment performed	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fall arrest system used	<input type="checkbox"/> Yes <input type="checkbox"/> No	Property anchor point used	<input type="checkbox"/> Yes <input type="checkbox"/> No

Lockout/Tagout: N/A

Is Lockout/Tagout required	<input type="checkbox"/> Yes <input type="checkbox"/> No	Did customer lockout equipment to be work on first	<input type="checkbox"/> Yes <input type="checkbox"/> No
Type of lockout used	<input type="checkbox"/> Group <input type="checkbox"/> Individual	Are locks identified with Tags	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has tryout of the equipment been done	<input type="checkbox"/> Yes <input type="checkbox"/> No	If not how are employees assured the equipment is locked out	
Explain:			

Hazcom: N/A

Are there any chemical hazards associated with the work being performed	<input type="checkbox"/> Yes <input type="checkbox"/> No
List all chemical hazards:	
Have chemical hazards been reviewed with workers	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are MSDS sheets available	<input type="checkbox"/> Yes <input type="checkbox"/> No

Hydroblasting Checklist: N/A

Type of Hydroblasting to be done:	<input type="checkbox"/> Shotgunning <input type="checkbox"/> Line Molding <input type="checkbox"/> Rodding
Is a Safety Deviation required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If so, has an approved deviation been obtained and review with the employees	<input type="checkbox"/> Yes <input type="checkbox"/> No
Safety equipment checklist:	
General	<input type="checkbox"/> Rupture Disc in place <input type="checkbox"/> Whip checks on every hose <input type="checkbox"/> Water filters clean & in-place <input type="checkbox"/> All hoses inspected and ok for use <input type="checkbox"/> Multigun valve checked and in-place for multiple guns or lances <input type="checkbox"/> Leak check performed and any leaks repaired <input type="checkbox"/> All operators aware they must operate their own pressure
Line Molding	<input type="checkbox"/> Foot Pedal <input type="checkbox"/> Stinger on hose for line molding <input type="checkbox"/> Hose marked 2 feet from end



C&K INDUSTRIAL SERVICES, INC

JOB SAFETY ANALYSIS (JSA)
JSA#: _____ CREATED: _____

Job Supervisor: _____

Customer: _____

JSA Initiated By: _____

Job Location: _____

TODAYS DATE: _____

Job Description: _____

<u>General Safety Concerns</u>		
Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	First Aid Station / Fire Extinguisher
<input type="checkbox"/>	<input type="checkbox"/>	Evacuation Routes / Assembly Areas
<input type="checkbox"/>	<input type="checkbox"/>	Hazard Communication Issues
<input type="checkbox"/>	<input type="checkbox"/>	Safety Showers / Eyewash
<input type="checkbox"/>	<input type="checkbox"/>	Access / Egress Concerns
<input type="checkbox"/>	<input type="checkbox"/>	Signs / Signals / Barricades
<input type="checkbox"/>	<input type="checkbox"/>	100 % Tie -Off Fall Protection
<input type="checkbox"/>	<input type="checkbox"/>	Lock-Out / Tag-Out Issues
<input type="checkbox"/>	<input type="checkbox"/>	Fitness for Duty

<u>Permit Requirements</u>		
Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	General Work Permit / Work Order
<input type="checkbox"/>	<input type="checkbox"/>	Confined Space
<input type="checkbox"/>	<input type="checkbox"/>	Hot Work
<input type="checkbox"/>	<input type="checkbox"/>	Vehicle Access
<input type="checkbox"/>	<input type="checkbox"/>	Scaffolding
<input type="checkbox"/>	<input type="checkbox"/>	Excavation, Critical Lifting
<input type="checkbox"/>	<input type="checkbox"/>	Fire Water
<input type="checkbox"/>	<input type="checkbox"/>	In-Service Equipment / Line Opening

<u>Ladders & Scaffolding</u>		
Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Proper Footing
<input type="checkbox"/>	<input type="checkbox"/>	Ladders Tied Off
<input type="checkbox"/>	<input type="checkbox"/>	Hoist Rope for Materials
<input type="checkbox"/>	<input type="checkbox"/>	Hand Rails
<input type="checkbox"/>	<input type="checkbox"/>	Mid-Rails
<input type="checkbox"/>	<input type="checkbox"/>	Toe-Boards / Netting
<input type="checkbox"/>	<input type="checkbox"/>	Scaffold / Ladder Tags Current

<u>Hazards Identified</u>		
Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Slips, Trips & Falls
<input type="checkbox"/>	<input type="checkbox"/>	Walking / Working Surfaces
<input type="checkbox"/>	<input type="checkbox"/>	Overhead Work
<input type="checkbox"/>	<input type="checkbox"/>	Head / Eyes / Face
<input type="checkbox"/>	<input type="checkbox"/>	High Pressure Water
<input type="checkbox"/>	<input type="checkbox"/>	Abrasive Blasting
<input type="checkbox"/>	<input type="checkbox"/>	Vacuum Systems
<input type="checkbox"/>	<input type="checkbox"/>	Hot or Cold Temp. (Heat Stress / Hypothermia)
<input type="checkbox"/>	<input type="checkbox"/>	Sharp Edges, Tools or Equipment
<input type="checkbox"/>	<input type="checkbox"/>	Respiratory Exposures
<input type="checkbox"/>	<input type="checkbox"/>	Chemical Spills
<input type="checkbox"/>	<input type="checkbox"/>	Fire / Explosions
<input type="checkbox"/>	<input type="checkbox"/>	Electrical Exposures
<input type="checkbox"/>	<input type="checkbox"/>	High Noise Levels > 90DB
<input type="checkbox"/>	<input type="checkbox"/>	Pinch or Crush Points
<input type="checkbox"/>	<input type="checkbox"/>	Material Handling (Lifting / Moving)
<input type="checkbox"/>	<input type="checkbox"/>	Housekeeping (trash,Debris, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	Damaged Tools or Equipment
<input type="checkbox"/>	<input type="checkbox"/>	Vehicles / Equipment (Safe to Operate)
<input type="checkbox"/>	<input type="checkbox"/>	Chemical or Thermal Burns
<input type="checkbox"/>	<input type="checkbox"/>	Excavations

<u>Job Site Issues</u>		
Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Rigging Inspections
<input type="checkbox"/>	<input type="checkbox"/>	Site Specific Plans (lead, falls)
<input type="checkbox"/>	<input type="checkbox"/>	Ground Fault System
<input type="checkbox"/>	<input type="checkbox"/>	Lighting Concerns
<input type="checkbox"/>	<input type="checkbox"/>	Hazards from other Contractors
<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

<u>PPE & Hazard Controls</u>		
Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Lock-Out / Tag Out
<input type="checkbox"/>	<input type="checkbox"/>	Fall Protection Systems & Plan
<input type="checkbox"/>	<input type="checkbox"/>	Harnesses
<input type="checkbox"/>	<input type="checkbox"/>	Double Lanyard / Retractable
<input type="checkbox"/>	<input type="checkbox"/>	Vacuum "T" grounding cables, Wheel Chocks
<input type="checkbox"/>	<input type="checkbox"/>	Whip Checks, Flex lance Guards
<input type="checkbox"/>	<input type="checkbox"/>	Flame Retardant Clothing (FR)
<input type="checkbox"/>	<input type="checkbox"/>	Chemical Resistant Clothing
<input type="checkbox"/>	<input type="checkbox"/>	Leather / Rubber / Kevlar / Other Gloves
<input type="checkbox"/>	<input type="checkbox"/>	Safety Glasses / Faceshield / Goggles
<input type="checkbox"/>	<input type="checkbox"/>	Hearing Protection
<input type="checkbox"/>	<input type="checkbox"/>	Respiratory Protection
<input type="checkbox"/>	<input type="checkbox"/>	1/2 mask
<input type="checkbox"/>	<input type="checkbox"/>	Full Face
<input type="checkbox"/>	<input type="checkbox"/>	Supplied Air / SCBA
<input type="checkbox"/>	<input type="checkbox"/>	Foot Protection
<input type="checkbox"/>	<input type="checkbox"/>	Blast Boots
<input type="checkbox"/>	<input type="checkbox"/>	Leather Work Boots
<input type="checkbox"/>	<input type="checkbox"/>	Special Chemical Resistant Boots
<input type="checkbox"/>	<input type="checkbox"/>	Personal Flotation Device
<input type="checkbox"/>	<input type="checkbox"/>	Rain Suits, Tyvek
<input type="checkbox"/>	<input type="checkbox"/>	Low Voltage or Explosion Proof Lighting
<input type="checkbox"/>	<input type="checkbox"/>	Cool Suits, Thermal Heat Suits
<input type="checkbox"/>	<input type="checkbox"/>	Attendant - Confined Space, Hot Work
<input type="checkbox"/>	<input type="checkbox"/>	Retrieval Device- Davit Arm, Tri Pod
<input type="checkbox"/>	<input type="checkbox"/>	Barricades, Tape , Signs, Hole Cover
<input type="checkbox"/>	<input type="checkbox"/>	Stand-By Person- Spotter, Traffic Control
<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

Job Safety Analysis (JSA)

List Steps in Task

List The Hazards (for each step)

List the Hazard Control Measures

Notes:

**PPE:
SAFETY
EQUIP:**

1) Clock-in & Pre-Trip

Brakes, Suspension, Fluid Levels, Lights, etc

360 Walk Around, Help Eachother, Vehicle inspection Form

2) Gathering Safety Equip and PPE, Loading Trucks

Lifting, Slips Trips Falls, Mobile Equipment, Other Workers

Use Check Sheet to ensure all equipment is loaded, Proper lifting, help each other, awareness to your surroundings, see and be seen

3) Demobilizing from C&K to ___

Traffic, Weather/Road Conditions, Pedestrians

Obey traffic laws, look ahead as far as possible, See and be seen, stop-look-listen, Adjust to conditions, Defensive Driving Skills

4)

5)

6)

7)

Continued

Job Safety Analysis (JSA)

List Steps in Task	List The Hazards (for each step)	List the Hazard Control Measures
8)		
9)		
10)		
11)		
12)	Housekeeping,	Lifting, Pulling, Slips/Trips/Falls, Traffic, Pedestrians
13)	Demobilizing from customer location	Driving hazards, Traffic, Pedestrians, Weather conditions
14)	Arriving at CK Shop, Unloading	Parking lot, garage traffic, pedestrians, slips/trips/falls, lifting, pulling
15)	Post Trip, Refueling, Parking Vehicles	fueling hazard, slips/trips/falls, parking lot/ garage traffic, pedestrians, backing vehicles
		use help, lift with knees, watch footing, see and be seen, awareness
		360 view, use a spotter, lights on, obey laws, adjust to conditions, defensive driving skills
		use help lifting, lift with knees, watch footing, use a spotter, see and be seen, awareness, lights on
		NO SMOKING! stay in vehicles while fueling, use a spotter, awareness, 360 view, see and be seen, use help

Employee Name (Print)

Employee Signature

Date

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____
- 9) _____
- 10) _____

Inspection of Equipment:

Hoses – Check for:

- cuts, burns, wear
- inspection tag
- whip checks
- pressure rating - 2.5 times the working pressure
- general appearance

High Pressure Unit– Check for:

- proper fluid levels
- proper rupture disc in place
- general appearance

Customer: _____

JSA#: _____

CREATED ON: _____

C&K Industrial Services, Inc.

CONFINED SPACE ENTRY PERMIT

PERMIT ONLY VALID FOR ONE SHIFT

PERMIT MUST REMAIN AT JOB SITE UNTIL JOB IS COMPLETED

Confined Space: a confined space is large enough that a person can bodily enter and perform assigned work,
But has limited or restricted means for entry or exit, and is not designed for continuous occupancy.

Step 1 (Heading)

Site Location & Description:			
Purpose of Entry:			
Permit Issued:	Date: / /	Time:	am / pm
Permit Expires:	Date: / /	Time:	am / pm
Tank Contents:		Attached & Post MSDS if Possible:	

Step 2 (Pre-Entry Monitoring):

Percent of Oxygen:	(19.5 % to 23.5 %)	_____ %	*Note: If unacceptable Entry conditions, initiate ventilation in an attempt to obtain acceptable entry levels.
Lower Explosive Level:	(less than 10 %)	_____ %	
Carbon Monoxide:	(less than 35 ppm)	_____ %	
Hydrogen Sulfide:	(less than 10 ppm)	_____ %	

Pre-Entry Monitoring Conducted by: _____ Time: _____ am/pm
 Instrument Used: _____ Model No.: _____ Serial No.: _____
 Calibration Date: _____

Step 3 (Hazard Analysis)

Safety Hazards:	Yes	No	Safety Hazards:	Yes	No
Hazardous Atmosphere			Energy Isolation (Lock Out/Tagout)		
Engulfment Hazard			Fall Hazard		
Asphyxiation Hazard			Equipment Use Hazard		
Explosive Hazard			Hazardous Materials		
Falling Material Hazard			Slip/Trip Hazards		
Heat Hazard			Cold Hazard		

Step 3.1 (Permit-Required Confined Space Entry Check List):

Requirements:	Yes	N/A	Requirements:	Yes	N/A	Requirements:	Yes	N/A
Personnel Trained			Body Harness			Purge/Vent		
C/S Supervisor			Ground Fault			Secure Area		
C/S Attendant			Emergency Retrieval			Life Lines		
C/S Entrant			Fire Extinguishers			Respirator		
Breathing Equip.			Grounding Cables			Non-Spark Tools		
Escape Pack			Fall Arrest System			Continuous Air Monitoring		

Communication Checklist:

Entrant and Attendant (check all applicable):

Verbal Visual Air Horns Radios Other _____

Continued on Opposite Side

Step 4 (Classification/Authorization/Emergency Services Contact & Phone Numbers):

CONTACT THE LOCAL RESCUE TEAM OR AGENCY:

Who did you speak to: _____

Emergency Phone Numbers:

Ambulance: _____

Fire/Security: _____

Rescue Team: _____

Safety Dept: _____

Rescue Communications: Cellphone _____ Radio _____ Other _____

Supervisor Authorizing Entry: _____ Supervisor Signature: _____

Supervisor Phone Number: _____

Confined Space Permit Reviewed by: _____

Step 5 (Atmospheric Monitoring):

Perform Continuous Monitoring of:	Permissible Entry Level	1. Record Continuous Monitoring every 2 Hours 2. Record Regular Monitoring upon re-entry after the space is vacated. If entry is longer than 2 Hours, re-monitor every 2 Hours										
	Time of Test											
Percent of OXYGEN	19.5 % to 23.5 %											
Lower Explosive Level (LEL)	Less than 10 %											
CARBON MONOXIDE	Less than 35 ppm											
HYDROGEN SULFIDE	Less than 10 ppm											

Entry Attendant Name	On Duty	Off Duty	On Duty	Off Duty	On Duty	Off Duty	On Duty	Off Duty	On Duty	Off Duty	On Duty	Off Duty

Entrant's Name	Time In	Time Out	Time In	Time Out	Time In	Time Out	Time In	Time Out	Time In	Time Out	Time In	Time Out

***** REMEMBER – NEVER ATTEMPT A RESCUE BY ENTERING *****

C&K Industrial Services, Inc. - Job Site/Safety Audit

Date: _____ Audit Time _____ Observer(s): _____

Customer/ Location/ Job: _____

Supervisor: _____ Operators 1) _____ 2) _____

Technician (s): 1) _____ 2) _____ 3) _____ 4) _____

Equipment utilized:	I.D. Number:	Equipment utilized:	I.D. Number:
1) _____	_____	2) _____	_____
3) _____	_____	4) _____	_____

Description of work performed:

Setup Sheet Completed _____ Tailgate Safety Meeting Complete _____ Customer Required Paperwork Complete _____

Section 1 Observed Hazards(O), Tailgate Meeting Identified Hazards(T)

- | | | |
|---|--|--|
| <input type="checkbox"/> Hydroblast Hazard | <input type="checkbox"/> Eye Hazard | <input type="checkbox"/> Noise Hazard |
| <input type="checkbox"/> Vacuum Hazard | <input type="checkbox"/> Chemical Hazard | <input type="checkbox"/> Lifting Hazard |
| <input type="checkbox"/> Atmospheric Hazard | <input type="checkbox"/> Bending Hazard | <input type="checkbox"/> Energy Isolation Hazard |
| <input type="checkbox"/> Railroad Hazard | <input type="checkbox"/> Crane Hazard | <input type="checkbox"/> Footing Hazard |
| <input type="checkbox"/> Confined Space | <input type="checkbox"/> Congested Area Hazard | <input type="checkbox"/> Hand Hazard |
| <input type="checkbox"/> Fall Hazard | <input type="checkbox"/> Mobile Equipment Hazard | <input type="checkbox"/> Equipment Use Hazard |
| <input type="checkbox"/> Other Hazards (list below) | | |

1) _____ 2) _____ 3) _____

Answer Y, N, NA to sections 2-7, list additional information in comment section

Section 2 Personal Protective Equipment

Protection Level: A B C D

- | | | |
|---|---|--|
| <input type="checkbox"/> Safety glasses | <input type="checkbox"/> Body Harness | <input type="checkbox"/> Chemical Suit |
| <input type="checkbox"/> Face Shields | <input type="checkbox"/> Steel-toe Boots | <input type="checkbox"/> Rain Suit |
| <input type="checkbox"/> Goggles | <input type="checkbox"/> Metatarsel Boots | <input type="checkbox"/> Acid Suit |
| <input type="checkbox"/> Hard-hat | <input type="checkbox"/> Gloves | <input type="checkbox"/> Other |
| <input type="checkbox"/> Hearing protection | <input type="checkbox"/> Tyvek | _____ |

Respiratory Protection: Supplied Air SCBA
 Air Purifying Cartridge Type: _____

Observer's Comments _____

Section 3 Lock-out/Tag-out

- | | | |
|---|---|---|
| <input type="checkbox"/> Each employee has own lock | <input type="checkbox"/> All power sources identified | <input type="checkbox"/> Supervisor understanding |
| <input type="checkbox"/> Employees trained | <input type="checkbox"/> Tags used | <input type="checkbox"/> Stored energy controlled |
| <input type="checkbox"/> Employees understanding | <input type="checkbox"/> Group Lockout used | <input type="checkbox"/> De-energizing Verified |

Observer's Comments _____

Section 4 Confined Space

- | | | |
|---|--|---|
| <input type="checkbox"/> Employees trained | <input type="checkbox"/> Non-Permit | <input type="checkbox"/> Permit-Required |
| <input type="checkbox"/> Employees understanding | <input type="checkbox"/> Permit completed properly | <input type="checkbox"/> Ventilation utilized |
| <input type="checkbox"/> Supervisor understanding | <input type="checkbox"/> Air monitoring completed properly | <input type="checkbox"/> Attendant |
| <input type="checkbox"/> Confined space properly identified | <input type="checkbox"/> Life line w/retrieval system | <input type="checkbox"/> Harness w/"D" ring |
| <input type="checkbox"/> Emergency services verified | <input type="checkbox"/> MSDS review | <input type="checkbox"/> Area secure. |
| <input type="checkbox"/> Air monitor type _____ | <input type="checkbox"/> Air monitor serial number _____ | |
| Space contents _____ | Supervisor authorizing entry _____ | |

Observer's Comments _____

Section 5 Vacuum/Vehicle safety

- | | |
|---|--|
| <input type="checkbox"/> Safety "T" located near work area | <input type="checkbox"/> Grounding straps used |
| <input type="checkbox"/> Piping runs identified (trip hazards) | <input type="checkbox"/> Piping runs secured (vertical runs) |
| <input type="checkbox"/> Operator stationed near truck for emergency operations | <input type="checkbox"/> Vehicle properly maintained |
| <input type="checkbox"/> Vehicle safety props utilized | <input type="checkbox"/> Pre-trip inspections complete |
| <input type="checkbox"/> Fire extinguisher/Triangles/First-Aid kit | <input type="checkbox"/> All vehicle lighting operable |
| <input type="checkbox"/> All vehicle paperwork in order | <input type="checkbox"/> Manifest completed & correct |
| General vehicle appearance good fair poor | |

Observer's Comments _____

Section 6 Hydroblast Safety

- | | |
|--|--|
| <input type="checkbox"/> Rubber disc and pressure relief system in place | <input type="checkbox"/> Leaking equipment |
| <input type="checkbox"/> 48" shotgun being used | <input type="checkbox"/> whip checks used |
| <input type="checkbox"/> Hoses in good condition | <input type="checkbox"/> Operator running his own pressure |
| <input type="checkbox"/> Deslagging guns secured | <input type="checkbox"/> Anti-withdrawl used |
| <input type="checkbox"/> Deviation completed (if applicable) | <input type="checkbox"/> All vehicle lighting operable |
| <input type="checkbox"/> All vehicle paperwork in order | <input type="checkbox"/> Triggers in good working order |
| General vehicle appearance good fair poor | |

Observer's Comments _____

Section 7 Miscellaneous Safety

- | | |
|--|---|
| <input type="checkbox"/> All tools in good condition | <input type="checkbox"/> Guards used on tools |
| <input type="checkbox"/> Lighting in good condition | <input type="checkbox"/> GFCI's used |
| <input type="checkbox"/> Containers labeled properly | <input type="checkbox"/> Scaffold inspected and tagged |
| <input type="checkbox"/> Ladders in good condition | <input type="checkbox"/> Work areas barricaded |
| <input type="checkbox"/> Fall Protection Worn | <input type="checkbox"/> Workers appropriately tied off |
| <input type="checkbox"/> Good Housekeeping practiced (list issues) _____ | |

Observer's Comments _____

Deficiencies identified with Supervisor _____

Deficiencies Corrected _____

Observer's Suggestions _____



EA GROUP

Environmental Analysis
and Management

EAG Workorder 1405-00165

EAG ID: 1405-00165-001

Client ID: S12054050614

Client Project: S12054050614/2106050914

Matrix: Sludge

Analyst: CMW

Date Sampled: 05/06/2014

Time Sampled:

Date Received: 05/09/2014

<u>Parameter</u>	<u>CAS #</u>	<u>Result</u>	<u>Reporting Limit</u>	<u>Units</u>	<u>Date Analyzed</u>
Volatile Organic Compounds: SW846-8260A					
Acetone	67-64-1	<2800	2800	ug/kg	5/12/2014
Acrolein	107-02-8	<1400	1400	ug/kg	5/12/2014
Acrylonitrile	107-13-1	<1400	1400	ug/kg	5/12/2014
Benzene	71-43-2	<280	280	ug/kg	5/12/2014
Bromochloromethane	74-97-5	<280	280	ug/kg	5/12/2014
Bromodichloromethane	75-27-4	<280	280	ug/kg	5/12/2014
Bromoform	75-25-2	<280	280	ug/kg	5/12/2014
Bromomethane	74-83-9	<280	280	ug/kg	5/12/2014
Carbon disulfide	75-15-0	<280	280	ug/kg	5/12/2014
Carbon Tetrachloride	56-23-5	<280	280	ug/kg	5/12/2014
Chlorobenzene	108-90-7	<280	280	ug/kg	5/12/2014
Chloroethane	75-00-3	<280	280	ug/kg	5/12/2014
Chloroform	67-66-3	<280	280	ug/kg	5/12/2014
Chloromethane	74-87-3	<280	280	ug/kg	5/12/2014
Dibromochloromethane	124-48-1	<280	280	ug/kg	5/12/2014
1,1-Dichloroethane	75-34-3	1400	280	ug/kg	5/12/2014
1,2-Dichloroethane	107-06-2	<280	280	ug/kg	5/12/2014
1,1-Dichloroethene	75-35-4	<280	280	ug/kg	5/12/2014
1,2-Dichloropropane	78-87-5	<280	280	ug/kg	5/12/2014
cis-1,2-Dichloroethene	156-59-2	22000	280	ug/kg	5/12/2014
trans-1,2-Dichloroethene	156-60-5	<280	280	ug/kg	5/12/2014
cis-1,3-Dichloropropene	10061-01-5	<280	280	ug/kg	5/12/2014
trans-1,3-Dichloropropene	10061-02-6	<280	280	ug/kg	5/12/2014
Ethylbenzene	100-41-4	36000	1400	ug/kg	5/12/2014
2-Hexanone (MBK)	591-78-6	<1400	1400	ug/kg	5/12/2014
n-Hexane	110-54-3	<2800	2800	ug/kg	5/12/2014
Methylene Chloride	75-09-2	<1400	1400	ug/kg	5/12/2014
Methyl Ethyl Ketone (2-butanone)	78-93-3	<1400	1400	ug/kg	5/12/2014
Methyl Methacrylate	80-62-6	<280	280	ug/kg	5/12/2014
4-Methyl-2-Pentanone	108-10-1	<1400	1400	ug/kg	5/12/2014
Methyl Tert-Butyl Ether	1634-04-4	<280	280	ug/kg	5/12/2014
2-Nitropropane	79-46-9	<280	280	ug/kg	5/12/2014
Pentachloroethane	76-01-7	<280	280	ug/kg	5/12/2014
Propionitrile	107-12-0	<1400	1400	ug/kg	5/12/2014
Styrene	100-42-5	<280	280	ug/kg	5/12/2014
1,1,1,2-Tetrachloroethane	630-20-6	<280	280	ug/kg	5/12/2014
1,1,2,2-Tetrachloroethane	79-34-5	<280	280	ug/kg	5/12/2014
Tetrachloroethene (Tetrachloroethylene)	127-18-4	550000	28000	ug/kg	5/13/2014
Toluene	108-88-3	29000	1400	ug/kg	5/12/2014
1,2,4-Trichlorobenzene	120-82-1	<280	280	ug/kg	5/12/2014
1,1,1-Trichloroethane	71-55-6	20000	280	ug/kg	5/12/2014
1,1,2-Trichloroethane	79-00-5	<280	280	ug/kg	5/12/2014



EA GROUP

Environmental Analysis
and Management

EAG Workorder 1405-00165

EAG ID: 1405-00165-001

Client ID: S12054050614

Client Project: S12054050614/2106050914

Matrix: Sludge

Analyst: CMW

Date Sampled: 05/06/2014

Time Sampled:

Date Received: 05/09/2014

<u>Parameter</u>	<u>CAS #</u>	<u>Result</u>	<u>Reporting Limit</u>	<u>Units</u>	<u>Date Analyzed</u>
Trichloroethene (Trichloroethylene)	79-01-6	8400	280	ug/kg	5/12/2014
Trichlorofluoromethane	75-69-4	<280	280	ug/kg	5/12/2014
1,2,3-Trichloropropane	96-18-4	<280	280	ug/kg	5/12/2014
1,1,2 Trichlorotrifluoroethane	76-13-1	18000	280	ug/kg	5/12/2014
1,2,4-Trimethylbenzene	95-63-6	25000	1400	ug/kg	5/12/2014
Vinyl Acetate	108-05-4	<280	280	ug/kg	5/12/2014
Vinyl Chloride	75-01-4	340	280	ug/kg	5/12/2014
Xylenes (Total)	1330-20-7	150000	4200	ug/kg	5/12/2014

<u>Surrogate</u>	<u>Percent Recovery</u>	<u>Recovery Limits</u>
4-Bromofluorobenzene	99.6	(79 - 126)
1,2-Dichloroethane-d4	90.2	(68 - 158)
Toluene-d8	95.6	(76 - 129)



EAG GROUP

Environmental Analysis
and Management

EAG Workorder 1405-00165
EAG ID: 1405-00165-001
Client ID: S12054050614
Client Project: S12054050614/2106050914

Matrix: Sludge
Analyst: CMW

Date Sampled: 05/06/2014
Time Sampled:
Date Received: 05/09/2014

<u>Parameter</u>	<u>CAS #</u>	<u>Result</u>	<u>Reporting Limit</u>	<u>Units</u>	<u>Date Analyzed</u>
Volatile Organic TCLP: SW846-8260A					
Benzene	71-43-2	<0.10	0.10	mg/liter	5/13/2014
Carbon tetrachloride	56-23-5	<0.10	0.10	mg/liter	5/13/2014
Chlorobenzene	108-90-7	<0.10	0.10	mg/liter	5/13/2014
Chloroform	67-66-3	<0.10	0.10	mg/liter	5/13/2014
1,2-Dichloroethane	107-06-2	<0.10	0.10	mg/liter	5/13/2014
1,1-Dichloroethene	75-35-4	<0.10	0.10	mg/liter	5/13/2014
Methyl ethyl ketone	78-93-3	<1.0	1.0	mg/liter	5/13/2014
Tetrachloroethene	127-18-4	9.4	0.10	mg/liter	5/13/2014
Trichloroethylene	79-01-6	0.31	0.10	mg/liter	5/13/2014
Vinyl chloride	75-01-4	<0.10	0.10	mg/liter	5/13/2014
ZHE TCLP Extraction:SW846-1311		Complete			5/12/2014

<u>Surrogate</u>	<u>Percent Recovery</u>	<u>Recovery Limits</u>
1,2-Dichloroethane-d4	95.5	(69 - 148)
Toluene-d8	93.7	(78 - 133)
4-Bromofluorobenzene	104	(78 - 136)



EA GROUP

Environmental Analysis
and Management

EAG Workorder 1405-00165

EAG ID: 1405-00165-002

Client ID: 2106050914

Client Project: S12054050614/2106050914

Matrix: Sludge

Analyst: CMW

Date Sampled: 05/09/2014

Time Sampled:

Date Received: 05/09/2014

<u>Parameter</u>	<u>CAS #</u>	<u>Result</u>	<u>Reporting Limit</u>	<u>Units</u>	<u>Date Analyzed</u>
Volatile Organic Compounds: SW846-8260A					
Acetone	67-64-1	<15000	15000	ug/kg	5/12/2014
Acrolein	107-02-8	<7500	7500	ug/kg	5/12/2014
Acrylonitrile	107-13-1	<7500	7500	ug/kg	5/12/2014
Benzene	71-43-2	<1500	1500	ug/kg	5/12/2014
Bromochloromethane	74-97-5	<1500	1500	ug/kg	5/12/2014
Bromodichloromethane	75-27-4	<1500	1500	ug/kg	5/12/2014
Bromoform	75-25-2	<1500	1500	ug/kg	5/12/2014
Bromomethane	74-83-9	<1500	1500	ug/kg	5/12/2014
Carbon disulfide	75-15-0	<1500	1500	ug/kg	5/12/2014
Carbon Tetrachloride	56-23-5	<1500	1500	ug/kg	5/12/2014
Chlorobenzene	108-90-7	<1500	1500	ug/kg	5/12/2014
Chloroethane	75-00-3	<1500	1500	ug/kg	5/12/2014
Chloroform	67-66-3	<1500	1500	ug/kg	5/12/2014
Chloromethane	74-87-3	<1500	1500	ug/kg	5/12/2014
Dibromochloromethane	124-48-1	<1500	1500	ug/kg	5/12/2014
1,1-Dichloroethane	75-34-3	12000	1500	ug/kg	5/12/2014
1,2-Dichloroethane	107-06-2	<1500	1500	ug/kg	5/12/2014
1,1-Dichloroethene	75-35-4	<1500	1500	ug/kg	5/12/2014
1,2-Dichloropropane	78-87-5	<1500	1500	ug/kg	5/12/2014
cis-1,2-Dichloroethene	156-59-2	180000	3000	ug/kg	5/12/2014
trans-1,2-Dichloroethene	156-60-5	<1500	1500	ug/kg	5/12/2014
cis-1,3-Dichloropropene	10061-01-5	<1500	1500	ug/kg	5/12/2014
trans-1,3-Dichloropropene	10061-02-6	<1500	1500	ug/kg	5/12/2014
Ethylbenzene	100-41-4	210000	3000	ug/kg	5/12/2014
2-Hexanone (MBK)	591-78-6	<7500	7500	ug/kg	5/12/2014
n-Hexane	110-54-3	<15000	15000	ug/kg	5/12/2014
Methylene Chloride	75-09-2	<7500	7500	ug/kg	5/12/2014
Methyl Ethyl Ketone (2-butanone)	78-93-3	<7500	7500	ug/kg	5/12/2014
Methyl Methacrylate	80-62-6	<1500	1500	ug/kg	5/12/2014
4-Methyl-2-Pentanone	108-10-1	<7500	7500	ug/kg	5/12/2014
Methyl Tert-Butyl Ether	1634-04-4	<1500	1500	ug/kg	5/12/2014
2-Nitropropane	79-46-9	<1500	1500	ug/kg	5/12/2014
Pentachloroethane	76-01-7	<1500	1500	ug/kg	5/12/2014
Propionitrile	107-12-0	<7500	7500	ug/kg	5/12/2014
Styrene	100-42-5	<1500	1500	ug/kg	5/12/2014
1,1,1,2-Tetrachloroethane	630-20-6	<1500	1500	ug/kg	5/12/2014
1,1,2,2-Tetrachloroethane	79-34-5	<1500	1500	ug/kg	5/12/2014
Tetrachloroethene (Tetrachloroethylene)	127-18-4	5000000	150000	ug/kg	5/13/2014
Toluene	108-88-3	280000	3000	ug/kg	5/12/2014
1,2,4-Trichlorobenzene	120-82-1	<1500	1500	ug/kg	5/12/2014
1,1,1-Trichloroethane	71-55-6	200000	3000	ug/kg	5/12/2014
1,1,2-Trichloroethane	79-00-5	<1500	1500	ug/kg	5/12/2014