

**Eversource Contractor Safety and Health Work Rules**  
**Appendix H**  
**(Effective Date 2/1/17)**

**I. Introduction**

1. These Work Rules govern the safety and health aspects of the way that Contractors and their subcontractors and agents perform work at Eversource facilities, properties or work sites.

These Work Rules convey Eversource's minimum expectations regarding safety and health practices and may exceed the requirements of federal, state and local regulatory agencies.

All Contractors are required to comply with the requirements of the Occupational Safety and Health Administration (OSHA), all other applicable federal, state, and local laws, ordinances, regulations, and other project and site-specific permits. If policies and safety related work methods are unique to Eversource Energy that go above and beyond the minimum requirements set forth by OSHA or regulatory standard; contractors will achieve compliance of these Eversource safety rules or policies either by adopting the Eversource methodology or providing a method which will meet or exceed the Eversource safety rules. These Work Rules are in addition to any safety and health procedures, policies, guidance, and/or work instructions of the Contractor. Failure to comply with any portion of these Work Rules is a breach of contract, and is just cause for placement in a probationary program and/or expulsion from Eversource properties and/or termination of the contract.

2. Contractors are required to inform their employees, subcontractors, and agents of these Work Rules prior to the start of work and to ensure compliance with the Work Rules.
3. All Contractors and their employees are responsible for ensuring safety and health compliance. This includes adherence to the following:
  - a) State, federal, and local safety and health requirements that are in effect or that may take effect during the work;
  - b) Guidance and work instructions;
  - c) Site-specific rules and/or addenda.

It is the responsibility of the Contractor to enforce these safety requirements with her/his own personnel as well as with personnel of sub-contractors who he/she engages for performing the requested work action. Compliance with these safety requirements does not (1) relieve or diminish the responsibility of the Contractor to perform the work in a manner that complies with applicable Federal, State and local laws, rules, regulations and/or requirements and with all applicable provisions of the Contractor's contract with Eversource regarding the work (the "Contract"), nor (2) relieve the Contractor from liability to Eversource or others for negligent or improper performance of the work, as provided in the Contract.

4. Each Contractor is and shall remain an independent Contractor as to all work performed under the contract. Nothing herein shall relieve Contractors of their sole responsibility for the safety of their employees and their work performance. As such, Eversource expects them to take appropriate action to ensure that safety and health requirements are adhered to.
5. Neither compliance with these Work Rules nor Eversource's approval of any actions or procedures of the Contractor shall relieve the Contractor of its obligation to always use due care in performing work and to take any additional precautions necessary to prevent injury, adverse effects to the public, and/or property damage. The Contractor shall ensure safe work practices, protect their employees and monitor the project's safety and health effects during the work.

6. Safety Statistics - Contractors, subcontractors, and other Contractor representatives must maintain work site records of miles driven, hours worked, and of all incidents, near miss events, injuries and illnesses occurring and reported at the work site, specifically identifying those injuries that meet the Occupational Safety and Health Administration (OSHA) definition of "recordable." Eversource shall be provided with copies of such work site injury, work hour and mileage records at the completion of the job or as requested.

Eversource's focus on evaluating Contractor safety performance, as demonstrated by work site injury and illness statistics, indicates to Contractors that satisfactory performance extends far beyond pre-bid and pre-job submittals and discussions. Such statistics can also be used to measure the effectiveness of Contractor safety programs and the Contractor's performance of the work.

7. The Contractor shall assign or designate a competent person(s) as required per OSHA at each job site. The competent person is one who is capable of identifying existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous, or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them. Contractors will document such designation and shall maintain such documentation upon the work site and make it available to Eversource representatives at their request.

Contractor's competent person shall take appropriate corrective actions for safety violations committed by personnel of Contractor or its sub-contractors. However, if the Eversource liaison notes safety violations either as to personnel or equipment, the Eversource liaison will be empowered to halt work progress at the Contractor's expense until such time that the unsafe condition has been corrected.

8. Penalty for Non-Conformance - Any Contractor or sub-contractor who fails to take the necessary safety corrective measures to conform to these safety requirements shall be brought to the attention of Eversource, with a recommendation for one or more of the following remedies with regard to the contractor:
  1. Suspension of work in progress.
  2. Probation or termination of any and all active contracts.
  3. Removal of the contractor from Eversource's approved contractor list.

## **II. General Safety and Health Rules**

1. Planning and Forethought - The Contractor shall exercise planning and forethought regarding all work. As a minimum, this requires the Contractor to apply the same planning and management skills to the safety aspects of the job as to the bid preparation, work assignment, job scheduling, and other productivity and quality aspects.

To facilitate this planning process, Contractors are required to complete a Job Hazard Assessment (JHA) for each phase of the job they are working. The JHA shall be communicated to all workers. In some cases, a Contractor shall develop a site specific safety plan for the work and/or assign a person with full-time or collateral safety oversight responsibilities. These documents along with documentation showing that JHAs have been reviewed with employees shall be maintained by the contractor and provided to Eversource upon request.

2. Emergency Response/Medical - Prior to the start of work, Contractors must coordinate their emergency response/E-911 protocol plans with Eversource. This may include preferred means of reporting and responding to medical, security emergencies, evacuation alarms and routes, available medical treatment facilities, etc. Contractors shall be equipped with their own first aid kits and are responsible for arranging for transportation for their employees to receive medical attention for minor injuries.

3. Safety Oversight - Certain jobs based on size and/or complexity may require contractor safety oversight. At a minimum, jobs with 30 or more employees (including sub-contractors) for extended periods of time (2 weeks or greater) shall require a full time safety professional. Oversight shall be coordinated with Eversource and jobs meeting the size or complexity requiring contractor safety oversight will be identified during the pre-bid process.
4. Job Brief - High Exposure Contractors (Civil, Line, Electrical, Test, Vegetation Management, Gas, General Construction, etc.) must conduct documented Job Briefs (commonly known as Safety Briefs, toolbox discussions, tailboard discussions, etc.) with all workers that will be involved in the job at the start of each shift, when the scope of work changes, and/or before new work assignments. These discussions must cover at a minimum: Hazards associated with the job , work procedures involved, special precautions, energy source controls, source of where energy is coming from, personal protective equipment requirements, scope of work, location, rescue process, special tools and equipment required to perform work safely and Eversource site specific safety requirements. Contractors shall maintain such documentation upon the work site and make it available to Eversource representatives at their request.

All other contractors (Low Exposure) shall perform a similar Job Brief, but it need not be documented.

5. Training - Contractors shall have training and certification records, licenses, and other such documentation for their employees that are pertinent to the work to be performed either on site or available within twenty-four hours and subject to review by Eversource, upon formal request.
  - A. Eversource Safety Orientation Review - Contractors shall provide a review of the Eversource Contractor Safety and Health Work Rules (and applicable addendums) and all specific JHAs and safety plans to all personnel and all subcontractors prior to commencing work activities. The review shall be documented (Appendix E Eversource Contractor Safety Awareness of the pre-qualification questionnaire).
  - B. OSHA 10 Hour Training - All Vegetation Management, General Construction, Civil, Line, Electrical and Test contractor Supervisors with greater than 6 employees under their routine direct supervision shall have at a minimum a 10-hour OSHA training certificate (General Industry, Construction or Transmission & Distribution (T&D)). Contractors under other contract types may be required to have training at the discretion of Eversource.
6. Inspection and Maintenance Records - Inspection, maintenance, repair, and certification records of cranes, hoists, personnel lifts, scaffolds, excavations, etc., are subject to Eversource review and must be readily available, upon formal request.
7. Alcohol, Controlled Substances, and Weapons - No alcoholic beverages, beverages labeled as non-alcoholic, controlled substances (other than prescribed drugs), or weapons are allowed on Eversource facilities, properties or work sites, including parking lots, nor shall any worker under the influence of alcohol and/or drugs be allowed on Eversource facilities, properties, or work sites. The sale or use of alcohol and/or controlled substances on Eversource facilities, properties, or work sites is strictly prohibited. All Contractor and sub-contractor personnel reporting for work in an unfit condition to safely perform assigned work functions shall be immediately dismissed from the work site.
8. Regulatory Inspections - Contractors shall promptly inform the Eversource liaison of any and all inspections, visits, observations, audits, or inquiries of any kind (telephone, electronic, in-person, etc.) (collectively "Inspections") affecting or pertaining in any way to the Contractors' work under the contract by any federal, state or local agency, and the reasons therefore. Contractors shall keep the Eversource liaison updated on the status of any regulatory matters arising out of such Inspections, including but not limited to safety, health citations and/or violations.

### III. Specific Safety and Health Rules

1. Trenching and Excavating - No trenching or excavation work may begin until the Contractor has designated a competent person to oversee the work and has informed Eversource of the name(s) of the competent person(s) and the basis for such determination. Contractors are to assume the soil is Type C unless they prove otherwise with appropriate engineering tests. Contractor is responsible for contacting the appropriate "Call Before You Dig" or "Dig Safe" agency the requisite number of days (typically 2 to 3 business days) prior to the planned start of any excavation. An active "Call Before You Dig" or "Dig Safe" clearance is required before any mechanical excavation work. All unattended trenches and excavations at a minimum shall be guarded to prevent inadvertent falls. Contractors must also comply with all state specific regulations, including responsibility for maintaining and renewing mark-outs.

Work areas shall be cleaned up at the end of each day or more often if conditions warrant. Excess backfill material shall be removed promptly and transported to designated facilities in accordance with Eversource Environmental Materials Handling Guidelines. All street surfaces and sidewalks swept clean at the end of each day.

2. Scaffolding - No scaffolding work may begin until the Contractor has designated a competent person to oversee the work and has informed Eversource of the name(s) of the competent person(s) and the basis for such determination. 100% fall protection or restraint is required at all times during erection, maintenance, use and dismantling of the scaffold whenever the fall hazard is six (6) feet or greater unless the competent person possesses documentation clearly describing why using 100% fall protection or restraint is not feasible or creates greater hazards. The documentation shall also describe the methods that will be implemented to achieve as close to 100% fall protection or restraint as possible. Scaffold components may not be used for fall protection or restraint anchorage unless Contractor similarly possesses documentation by a "qualified person" as defined by OSHA 29CFR 1926.450 validating the suitability of the components for such use. All documentation must be readily available for review by Eversource. In addition, from the time scaffold erection is begun until scaffold dismantling is completed, the competent person shall inspect all scaffolding and associated components at least once each work shift prior to their use and shall affix signs, tags, or equivalent means to conspicuously mark whether the scaffolding is or is not safe to use. Transfer of responsibility for the maintenance and inspection of the scaffolding must be coordinated and clearly noted among Eversource and other parties involved.
3. Fall Protection - 100% fall protection is required for all workers exposed to fall hazards of four (4) feet or greater from structures that support overhead electrical lines (e.g., poles, towers, structures), six (6) feet or greater, in other construction activities, and lesser heights with the potential for serious injury, unless the competent person possesses documentation clearly describing why using 100% fall protection or restraint is not feasible or creates greater hazards. The documentation shall also describe the methods that will be implemented to achieve as close to 100% fall protection or restraint as possible.
4. Housekeeping - Contractors shall keep the job site neat, clean, and free of debris, trash, and hazards. Contractor shall store all materials in a neat and orderly fashion. At a minimum, the Contractor shall police the work area at the end of each shift.
5. Hot Work - Hot work is any work that involves the use of burning or welding equipment, brazing equipment, explosives, open flames, grinders, and any other activity that produces a flame, spark, or excessive heat. Hot work shall be coordinated with the Eversource liaison in advance. Hot work requires the Contractor to conduct a hazard assessment and take appropriate actions to prevent the ignition of combustible and flammable materials, including but not limited to the use of welding tarps, fire watches, and the ready availability of fire extinguishers rated for the specific nature of the anticipated fire hazard(s). Fire watches shall remain in place 30 minutes after hot work stops. Any local or state required hot work permits shall be secured by the contractor.

6. Smoking - Smoking is prohibited in and within 25 feet of all Eversource facilities, within 25 feet of flammable materials, and in other areas designated as such.
7. Hoisting and Rigging - Contractors must certify that all operators of mobile equipment such as cranes, derricks, boom lifts, etc., have been trained and certified on the proper operation of the equipment. Non-operators, such as Signal Persons, shall also be trained and have proper certifications. Copies of this training and certification shall be maintained on the project by the Contractor and provided to Eversource upon request. Mobile crane operators must be qualified on each specific crane (type & rating) they are assigned to operate through a testing and qualification procedure.

The Contractor shall not move loads suspended from mobile equipment without the load being secured to prevent swinging. Tag lines shall be used on all loads except when there is a danger of the equipment, load, or tag line making contact with energized parts. Swing load radius must be flagged and kept clear during operation of all cranes. Lifting devices and hardware (slings, chain, shackles, etc.) shall be rated and properly connected for the application. Load charts shall be available and no load may be lifted until its weight has been determined.

Certain high risk hoisting operations will require a comprehensive lift plan. Plans shall be coordinated with the Eversource liaison.

8. Guarding of Holes and Openings - The Contractor shall guard or place appropriate barricades around temporary openings in floors, walls, excavations, etc., to prevent inadvertent entry. Covers over excavations or floor holes shall be of sufficient strength (2 times maximum load), conspicuously marked to indicate the hazard and the danger of removal, and secured to prevent inadvertent movement or removal whenever feasible.
9. Ladders - Only ladders constructed of fiberglass may be used in and around electrical equipment, including substations. Ladders are to be properly positioned. Straight and extension ladders are to be tied off at the top and bottom or footed by another person. Step ladders may be used only in the fully open position with the spreader brackets locked in place. No person may stand or sit on the steps or platforms on which standing or sitting is prohibited.
10. Tools and Equipment - Contractors are responsible for providing proper tools and equipment. Except in rare or emergency situations, Eversource will not provide or lend tools or equipment, including personal protective equipment (PPE). Tools and equipment shall be maintained in safe condition and used as designed and without removing, defeating, or otherwise compromising guards or other safety devices.
11. Walks and Roadways - When working on Eversource facilities, properties, or work sites, Contractors shall not hinder or obstruct the normal flow of vehicular or pedestrian traffic without prior coordination with the Eversource Liaison. In such cases, appropriate actions must be taken to alert traffic of the hazard and/or control the flow of traffic to ensure safety. In such cases, Contractor shall provide approved lights, barriers, signs, warning devices, signal persons, and/or other precautions appropriate to the situation.
12. Lock out/Tag out - Work at Eversource facilities may require the use of a lock out/tag out system. The Contractor is to coordinate lock out/tag out with the Eversource liaison. In some cases, the Contractor may be required to comply with Eversource's lock out/tag out requirements.

Switching and Tagging - all T&D switching and tagging must comply with the applicable operating company procedures, including placement on the Eversource Qualified Person's Lists (QPL). Request additional information from your Eversource liaison.

13. Confined Space Entry (including Enclosed Space Entry) - Contractor is to consider all confined spaces as permit-required confined spaces (except enclosed spaces per OSHA 1910.269) until informed otherwise by Eversource or until Contractor conducts a written hazard assessment that documents otherwise. The Contractor is to coordinate all entries into confined spaces (whether permit-required confined spaces, non-permit confined spaces, or enclosed areas) with the Eversource liaison, the local facilities/building supervisor, and other work groups to ensure each other's activities will not affect the safety or health of any person.
14. Personal Protective Equipment (PPE) - As a minimum, most physical work requires the use of safety glasses (including side shields) meeting the ANSI Z87 standard, safety shoes meeting the ASTM F 2413-05 international standard, and head protection shall be ANSI Z89.1 Type I class E&G. EH Rated Safety Footwear meeting ASTM F2413-05 (M I/75/C75/Mt75), (steel toe or composite) footwear will be required for all electrical overhead, underground and substation work. Contractors shall comply with local Eversource PPE requirements for the location or the type of work. Determining any additional PPE requirements is the responsibility of the Contractor. The Contractor's PPE hazard assessment certifications are subject to review by Eversource.

OH Line Work - Class II high voltage rubber gloves and sleeves or greater are required to be worn at all times whenever an employee is exposed to conductors that could be energized or become energized. Exceptions to this requirement will be provided by the Eversource liaison and/or Eversource Safety.

15. Barriers, Warnings, Signs, and Signage - Work areas, whether indoors or outdoors, restricted to entry by authorized persons shall be clearly marked and delineated. Unless otherwise permitted, such marking shall consist of conspicuous rope or tape barrier with appropriate DANGER, CAUTION, or other appropriate signs that (1) note the nature of the hazard and (2) provide guidance to the reader. When the signs or barriers are not available or their use is not practicable, such as for a momentary hazard exposure, the Contractor shall post employees to prevent others from being exposed to the hazard(s).
16. Work Area Protection - Traffic control must meet the Federal Highway Administration's Manual on Uniform Traffic Control Devices (MUTCD) guideline. Minimize traffic hazards by establishing a good work area protection zone. This zone of protection needs to: warn oncoming travelers of your presence. establish a zone or barrier that gives you enough time to react to an out of control traveler and guide traffic in an orderly direct path around you and your work zone.  

All workers, who are exposed either to traffic (vehicles using the highway for purposes of travel) or to work vehicles and construction equipment within the work zone must wear high-visibility safety apparel that meets performance Class 2 or 3 requirements.
17. Communications with Eversource Personnel - Planned work activities which may affect Eversource personnel or disrupt their work shall be coordinated with the Eversource liaison and communicated to such personnel far enough in advance to allow for coordination, accommodations, or resolution of conflicts.
18. Asbestos, Lead, and Other Hazardous Substances - Asbestos, lead, and other hazardous substances may exist on or at Eversource facilities, properties and work sites. Eversource will inform the Contractor of the known presence, location, and quantity of such substances in or adjacent to areas in which the Contractor is expected to work, and the Contractor shall so inform its employees, bring to Eversource's attention any suspect or questionable substances that may be encountered during the course of work, and take appropriate precautions.
19. Nail Guns and Powder-Actuated Tools - Nail guns, Hilti Guns, powder activated nail gun and similar tools shall be used in such a manner to ensure the projected fastener cannot miss or penetrate the intended surface and strike an unintended person or object, including but not limited to the fastener becoming an airborne projectile. Precautions include but are not limited to directing the line of fire

away from other persons, including passersby, preventing access to the opposite sides of nailing surfaces (e.g. walls) and preventing access closer than 20 feet to Hilti or powder activated nail i.e., gun use. Powder actuated tools shall require the use of a Hot Work Permit in the area of natural gas, propane or LNG facilities (see Rule #5)

20. Arc Rated Flame Resistant (FR) Clothing/Arc Flash Protection - The wearing of arc rated flame resistant clothing is required in certain locations (e.g., substations, energized distribution primary zone) and while performing certain electrical or natural gas activities. The Contractor is to consult with the Eversource liaison to determine the specific requirements for FR Clothing, including arc flash protection. All FR clothing shall meet ASTM F1506 or ASTM F1959 and OSHA 29 CFR 1910.269 for electrical work. All FR clothing shall meet NFPA 2112 and 2113 for affected natural gas, propane or LNG work activities.

21. Electrical Awareness - Low and high voltage electrical lines and equipment exist throughout the Eversource system. The Contractor must provide, to all persons working under a contract, or ensure they have received, electrical awareness training appropriate to the work they will be performing. The intent of the training is to ensure persons understand the hazards of electricity and the actions they must take to prevent inadvertent contact.

Persons may enter a substation or switchyard only if they have: (1) attended a pre-entry safety training class and are escorted by an approved escort; (2) received a pre-entry safety briefing appropriate to the work they will be performing and are escorted by an approved escort; or (3) completed unescorted access training and been granted unescorted access privileges by appropriate Eversource personnel.

22. Grounding for the Protection of Employees - To work lines or equipment as deenergized, the lines or equipment shall be deenergized, tested for potential and grounded according to current OSHA regulations. Equipotential zone - Temporary protective grounds shall be placed at such locations and arranged in such a manner as to prevent each employee from being exposed to hazardous differences in electrical potential.

Protective grounding equipment shall be capable of conducting the maximum fault current that could flow at the point of grounding for the time necessary to clear the fault. Contact your Eversource liaison for specifics on work location fault currents. Work on transmission lines shall require an ampacity greater than or equal to that of 4/0 copper, unless engineering study proves otherwise.

23. Vehicle Operation - Vehicles shall be parked to avoid backing whenever practical. If backing is necessary, it shall be done upon arrival. Before moving a parked vehicle, operators shall conduct a circle safety check to identify persons and objects. If more than one employee is in/on/near a vehicle, one employee shall be positioned outside the vehicle to aid the driver when backing is necessary.

24. Hazard Communication - All Safety Data Sheets and associated instruction/warning sheets must be provided to Eversource upon request. Contractor must also have a copy of its Hazard Communication program available. All containers used to handle chemicals, fluids, or hazardous material must be labeled. Minimum label requirements are product name, manufacturer or distributor, and hazard warning and shall meet OSHA and/or the United Nations Globally Harmonized System (GHS) of Classification and Labeling of Chemicals.

25. Event Reporting - Contractors shall report immediately (no later than end of shift) to the Eversource liaison, the following:

- all workplace hazards, unsafe conditions / concerns, injuries, illnesses, vehicle accidents, near miss events, outages (gas and electric) damage to property or equipment and other safety-related or environmental incidents (e.g., near-misses, fires, spills);
- safety, health, or environmental inspections or other inquiries by governmental authorities, deviations from governmental or site requirements;
- All work related fatalities, impatient hospitalizations, amputations and losses of an eye.

Eversource also requires Contractor management to analyze all occupational injuries, illnesses, vehicle accidents and other safety-related or environmental incidents, identify their causes and actions taken to prevent recurrence in a written report; and, provide copies of all injury reports and analysis to Eversource. All Incident Analysis Reports (including corrective actions) shall be completed and submitted within 10 days. Shorter time frames (eg: within 24 hours) may be imposed by Eversource for serious events.

#### **IV. Host Employer and Contract Employer Responsibilities (also refer to Appendix I)**

1. Employer Information Transfer Policy - When a contract employee is performing work at a location owned by a particular employer, the contractor's direct employer (the Contract Employer) and the Host Employer have certain specific responsibilities. The *Host Employer* is the employer that operates or controls the operating procedures for an electric power generation, transmission, or distribution installation on which a contract employer is performing work. The *Contract Employer* is the direct employer (other than a host employer), of a contract employee performing work for the Host Employer.
2. Before contractor work begins, the Host Employer informs contract employers of:
  - The characteristics of the Host Employer's installation that are related to the safety of the work to be performed.
    - This Host Employer provides known information based on Existing Characteristics and Conditions. (Existing Characteristics and Conditions are facts the host employer can obtain from its existing records through the exercise of reasonable diligence of the electric system.)
  - Conditions related to the safety of the work to be performed, that are known to the host employer.
    - The Host Employer is only required to provide information to contract employers that the host employer can obtain from its existing records through the exercise of reasonable diligence.
  - Information about the design and operation of the host employer's location that the contract employer might need in order to make assessments.
  - Any other information about the design and operation of the host employer's installation that is known by the host employer, which the contract employer requests (and that are related to the protection of the contract employees).
3. Similarly, Contract Employers must comply with the following requirements:
  - The Contract Employer ensures that each of its employees is instructed in the hazardous conditions relevant to the employee's work that the Contract Employer is aware of as a result of information communicated to the Contract Employer by the Host Employer.
  - Before work begins, the Contract Employer advises the Host Employer of any unique hazardous conditions presented by the Contract Employer's work.
  - The Contract Employer advises the Host Employer of any unanticipated hazardous conditions found during the Contract Employer's work that the Host Employer did not mention. The Contract Employer provides this information to the host employer upon discovering the hazardous condition.
  - The Contract Employer and the Host Employer coordinate their work rules and procedures so that every employee of the contract employer and the host employer is protected, as required.
  - Contractors conduct a detailed Job Briefs to cover all known hazards.