

SAFETY MEETING MINUTES

DATE: 7/27/2022

TIME: 2:00PM

CONDUCTED BY:

**Francisco Romero
SAFETY COMPLIANCE COMPANY**

CONDUCTED FOR:

San Joaquin Valley Homes

SUBJECT DISCUSSED:

SCAFFOLDING REVIEW

1. When Should Scaffolding Be Used?

Scaffolds must be provided for all work that cannot be done safely by employees standing on permanent or solid construction at least 20 inches wide, except when work can be safely done from ladders.

2. Who Erects and Dismantles the Scaffolds?

The erection and dismantling of scaffolds must be performed under the supervision and direction of a Qualified Person. A "Qualified Person" is a person possessing a certification of competence in scaffold erection and dismantling.

3. About the Scaffold

- A. The working surface and its components must be capable of supporting at least four times the intended load.**
- B. Scaffolding lumber, except for planks, must be the equivalent of "selected lumber" free from damage that affects its strength.**
- C. The scaffold footing must be sound, rigid and capable of carrying the maximum intended load without settling or displacement.**
- D. Guardrails must be installed on open sides and ends of platforms that are 7.5 feet or higher. Guardrail supports must be at intervals not greater than 10 feet.**
- E. A safe and unobstructed means of access, such as a walkway, stair, or ladder must be provided to all scaffold platforms. If a ladder is used as access to the scaffold, it must be securely attached to scaffold.**
- F. Toe boards are required on all railed sides of work surface where there is an exposure to persons below scaffold.**
- G. All scaffold planking must extend past the support by at least 6 inches and no more than 12 inches for 10 foot plank. All planks that cannot meet these criteria will be secured against displacement.**
- H. Mobile Scaffolds of three sections or higher must be secured to a solid support. If a support is not available, scaffolds of three or four sections must be supported by outriggers and scaffolds exceeding four sections must be supported by guy wires or ropes in four directions.**

4. Safety Considerations

- A. Loading: Scaffolds must not be overloaded. Material must not be allowed to accumulate to the extent that the scaffold will be bearing weight that will exceed the designated capacity.**
- B. Sloped Platforms: Platforms must not slope more than 2 feet vertically to 10 feet horizontally and must be positively secured against slipping supports.**
- C. Slippery conditions: No worker will be permitted to work on a scaffold platform where slippery conditions exist.**
- D. Overhead Protection: Workers on scaffolds who are exposed to overhead hazards must be provided with overhead protection or other means that will effectively eliminate the hazard.**
- E. Bolted Connections: Bolts used in the construction of scaffolds must be of a size and in sufficient numbers at each connection to develop the designed strength of the scaffold.**
- F. When hoisting materials up on a scaffold, use a tag line to prevent them from striking against the scaffold.**
- G. If a scaffold must be erected in a heavy traffic area, that area should be roped off.**
- H. If a scaffold must remain in place for an extended period of time, then tag "Out of Service". Scaffold should be inspected prior to each use.**

5. Prohibited Types of Scaffolds

Lean-to or jack scaffolds, shore scaffolds, nailed brackets, loose tile, loose brick, loose blocks, stilts, or other similar unstable objects must not be used as working platforms, or for the support of such platforms.

6. Review of Employer & Employee Responsibility

Discussed that it is responsibility of San Joaquin Valley Homes to provide the safest possible environment for its employees, and that it is the responsibility of the employees to be accountable for their own safety by adhering to the Code of Safe Practices for their job and by abiding by the safety rules and regulations of the Company.

RECOMMENDATIONS:

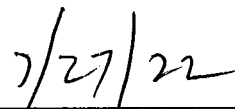
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APPROVED BY:



SAFETY INSTRUCTOR
SAFETY COMPLIANCE COMPANY

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SILICA TRAINING

1. *Company Policy on Safety*

Reviewed that the company objective is to have employees think safety in all aspects of employment.

2. *Employee Training*

An employer whose operations include using powered tools or equipment to cut, grind, core, or drill material containing harmful silica shall provide training on the following topics to all employees prior to their assignment to jobs or work areas where the employer will be conducting these operations:

- A) The potential health hazards of overexposure to airborne dust generated from material containing harmful silica, including silicosis, lung cancer, chronic obstructive lung disease (COPD) and decreased lung function.**
- B) Methods used by the employer to control employee exposures to airborne dust from material containing harmful silica, including wet cutting, local exhaust ventilation systems, and isolation of the process from the operator or other employees by means of distance, enclosure, or other method, as applicable.**
- C) Proper use and maintenance of dust reduction systems, including the safe handling and disposal of waste materials collected in connection with their use.**
- D) The importance of good personal hygiene and housekeeping practices when working in proximity to dust from material containing harmful silica including:
 - 1. Not smoking tobacco products; appropriate methods of cleaning up before eating, and appropriate methods of cleaning clothes.**
 - 2. Avoiding, to the extent practical, activities that would contribute significantly to an employee's exposure to airborne dusts.****

3. *Supervisor Training*

Prior to engaging in supervision of employees who will be cutting, grinding, drilling, or coring material containing harmful silica, supervisory employees shall be trained on the following topics:

- A) The above items A to D.
- B) Identification of tasks the employees will perform, which may result in employee exposure to concrete or masonry dust.
- C) Procedures for implementation of the measures used by the employer to reduce the exposure to concrete or masonry dust.

4. *Periodic Training*

Silica training is required at least annually.


5. *Review of Employer & Employee Responsibility*

Discussed that it is responsibility of San Joaquin Valley Homes to provide the safest possible environment for its employees, and that it is the responsibility of the employees to be accountable for their own safety by adhering to the Code of Safe Practices for their job and by abiding by the safety rules and regulations of the Company.

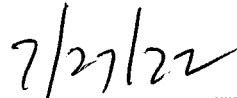
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