



# 2021 COMPLIANCE OUTAGE SAFETY REVIEW AGENDA

- Welcome by Calhoun General Manager,
- Facilitator, Safety & Health Manager
- Welcome, introduction, purpose of meeting
- Compliance Outage Safety PPP, Safety Engineer
- Cold Mill Outage & power outage discussion, Electrical
- Overall Compliance Outage review, Maintenance Manager
- Conclusion, Contact information and requested information

Rob Wise

Mike Yoder

Michael Shirk

Michael Shirk

Steve Barry

Conor Latham

Mike Yoder



#### WEBSITE FOR ALL CONTRACTORS!!

www.calhouncontractors.net



# UPDATED CHANGES AT THE CALHOUN MILL SITE

- COVID-19 Protocols
- New Boot requirements
- H2S personal monitors ARE required when working in Kraft Mill, Recaust and Utilities department.
- CLO2 personal monitors are required when working in the Bleach Plant,
   CLO2 building, Washers and all the areas with the yellow chain.
- Downgraded Confined Space
- Mobile Equipment/Pedestrian and Warehouse Policy
- Compressed Air Nozzles required, band clamps, whip checks, double action connections.
- Contractor Checklist
- All Contractors MUST have a list of all employees submitted to your RFP contact at least 2 days prior to your arrival



# UPDATED CHANGES AT THE CALHOUN MILL SITE

#### COVID-19 Protocols

- All Visitors/Contractors must fill out the visitor/contractor screening form prior to coming on site. This is not an option this HAS to be done.
   Failure to comply with this will lead to removal of the company.
- If you leave site for any reason you must stop and fill out another form.
- You can find this form on the calhouncontractors.net website under the policy tab labeled COVID-19 Visitor/Contractor Screening Form.
- We need you to do your part and help us protect the health and well being of all employees around this outage.. Practice good hygiene by washing your hands, cleaning your area, practice social distancing, and if that can not be done use the proper PPE to protect the employees.
- This will not be an easy task with all the work going on, however we as a group must do our part in protecting our employees.



#### **COVID-19 CONTINUED**

Resolute Forest Products Guidelines for contractors & Visitors:

- Masks must be worn at all times when working onsite.
- Masks must be worn in vehicles that are occupied by two or more persons.
  - Only disposable surgical style mask that meet the minimum Level Class I as per Standards ASTM F2100 or EN14683 are allowed.
  - The mask must cover the mouth and the nose.
  - No neck gators are allowed.
  - Cloth mask are not allowed.
- Social distancing, at least 6 feet (2meters), must be practiced while onsite.
- If you feel sick or have been around someone who has the symptoms of Covid-19 please stay home and follow your company's protocols for Covid-19.
- If you test positive for Covid-19 you can not return onsite until cleared by a medical professional, negative test and symptom free for more than 48 hours.
- All Covid-19 related issues need to communicated to your RFP contact asap for contact tracing.
- No more than 10 people in a room at one time.





Calhoun Operations 5020 Highway 11 South Calhoun, Tennessee 37309 USA T 423-336-2211 resolutefp.com

#### Visitor Screening Form

Please understand that the purpose of this screening is to allow early identification of individuals who might have been exposed to viruses in order to screen for early detection of potential illness. These measures will protect you and prevent the spread of the virus into the workplace and worker community.

SECTION I: Demographics Information	
<ol> <li>Full name (last, first, middle initial):</li> <li>Date of Birth:</li> </ol>	-
2. Date of Birth: 3. Employer:	
SECTION II: Travel History 3. Have you travelled outside the United State If yes: What countries and cities did you visit US? And what dates were you in each city/cou	s within the past 30 days? Yes  No within the past 30 days while you were outside the
Country/City	Dates
	+
SECTION III: Exposure Risk and Clinical 4. Have you had recent contact with anyone w Yes  No  5. In the last 14 days, have YOU experienced  If you answered yes to any questions above.	ho was sick? any flu-like symptoms? Yes □ No□
Visitor Signature	Date
Cleared: □ N	ot Cleared:
Resolute-Calhoun Representative Signature:	



# How to Fill Out the Safe Work

# Permit

or Steps to Complete Task:  "Watch out for yourse ential Hazards Individual of the spiller and the Mertify (Blokelous of a that spiller and the Mertify (Blokelous of the thirty) in Mark)	If and co-workers. Add comments to add  Hazard Elimination		HAZARD/RISK EX: Portable Hand Tool Use	Type of LOF Exposure Could pinch finger/hand	WHERE LOF EXPOSURE OCCURRED On housing of pump being	How the LOF Ex Could Hap Wenth or societ siles of the	PEN	RE
"Watch out for yourse ential Hazards k solution of 5 the applies and then identify of Biochastics with interfey in Mark)	if and co-workers. Add comments to add		EX: Portable Hand Tool Use	Could pinch finger/hand				
ential Hazards minimum of 5 that applies and then identify d (litelastics with letter(s) in blank)		ress hazards not listed"			Installed			
ential Hazards minimum of 5 that applies and then identify d (litelastics with letter(s) in blank)		ress hazards not listed"	10 miles	Control Method: Insure that the so any structure around when pulling on	tool if it should slip			
minimum of 5 that applies and then identify d Illinduation with letter(s) in blank)	Hazard Elimination		EX: Hand/Arm/Body Crushed/Pinched	Strike/plinch hand/arm/body	Between swinging motor & building structure	Guiding motor with hand or to swing		
(Birelaston with letter(s) in blank)	Identify Hazard Elimination letterful and place in	PPE Options (Cleck appropriate but for necessary PPI)	300	Control Method: Never control lifte not position myself between moving in	d load with hands; use tag line or pusi oad & building structure.	In pole; stay at least 5' away fi	om mov	ding loa
	Mank for each Potential Hazard checked)	Standard PPE: (Hard hat, cut reditant	P1.					
Abrasions / Cuts	A. Awareness S. Certification / Training	giover, safety glasser, hearing protection, safety-toe boots, high-visibility west in wavehouse, converting, and chip prep.)	1	Control Method:	•			Т
Deve-In / Excevetion	C. Communication D. Cooling Vest / Rotate Workers / Fluids	Hazardous Chamical PPE     Langel O PPE   (Long single cost, hard hat, cut necessart slower, chemical soles) googles, from	#2.					
Chemical Spills	E. Cover /Remove Sharp Edges F. Dispose of Waste Generated Properly G. Drain or Empty Tank / Vessel / Place	chiefd with chin guard, safety-tood footwear)  Level 1995 (PVC Trench cost & pants or one piece willow coveralls with hood on head.	400	Control Method:				
Carting-University Carting-Unive	Doct Control     D	denied animes above the tot, of the au- denied animes above the control animes that part of the animes above the appeal last LESSE. Howe there are an in- animes animes are animes animes animes anime and animes animes animes animes animes and animes animes animes animes animes and animes a	considered, Common  Sudom Richine of 19  Month Richine of 19  Month Richine of 19  Month Richine of 19  Coparing of College as (determined as with 19  Employee Name  1.0 Forms Review Scoring Lagued 1-10  1.3 Al soction in the form usual professor in the form usual professor in the sec	tored Energy (chains, slings, springs) Tools, Rolls, etc. stricks (compressed air) and Energy Source Control Device  APPRA	Automated Equipment Moving Vehicles in And Contact with Static Not Loss of Balance (Signer change of direction)  ISER'S REVIEW IT EXECUTION ASSESSM Assessment Date Assessment done in Fiel Complaint (Meats or exceeds to the event FIFIAc corresponds to the venter or or nor modific that(s)?	(conveyors, valves, presse c (lift bruck, serial lift, mole audis (sharp edges, high he eny/uneven walking surface, liENT  ddYesNo equirements)	s, etc.) ile crar eat, sudde	) ne)
Overhead Work	EE. Other (Specify) Before Task is Started	☐ Line Break ☐ Stepladder / Portable Ladder	2.0 Process Review	, , , , , , , , , , , , , , , , , , , ,			_	_
Sprains / Strains Thermal Burns Thips / Stips / Falls Walking/Work Surfaces Walding / Grinding Other	(Chok di Test spiry) Check for sharp edges in work area Job Safety Analysis Utilized Know Execution / Assembly Points Know Eye Wahl/Dhower and First Aid Room Location Know MSDE/DDS Location Spill Xt on hand Spill Xt on hand	Major Ult  BECOTISE BOOM  Code Removed  Galles Signs / Berrico See in Place  Materials / Tools Properly Stand  Period Completed / Sealerand  Work Area Cleaned and Organized	(TYPE, WHERE & HOW 4) Employee identified an communication or sim 5) If a control measure in control risk (e.g. Level 1.5	ad documented at least TWO detailed of detailed controlling measures of documented adequate control mea- illar vague control measures ARE volved several actions, employee doc- 5 suit, ion cleats, harness, Level 5 CR least 5 hazards and relevant protect	to avoid these LOF are described of sures for all hazards listed? (Be s NOT ACCEPTABLE.) amented which specific ones are re- gloves, position body out of the li-	on the form audited? safe, be vigilant, good equired to adequately line of fire, etc.)		

## Safe Work Permit:

A Safe Work Permit (SWP) is required for all tasks; when in doubt, issue a permit.

A SWP is a "Handshake" (conversation) between the permit originator (Operations Representative) and the Task Lead or designee.

\*If the job is a routine task such as PM work, the individual doing the work is the originator of the SWP, not operations, and shall fill out and sign his/her own SWP.\*

Now lets fill out a SWP for the job below:

Maintenance has been scheduled to report to the basement of the Kraft Mill and remove and replace a motor on the brown stock washer.

The first section of the SWP is for the:

Date: The day the work is to be performed

Job Name: Name of Job

Area: What department the work will be performed in

Major Steps to Complete Task: Brief descriptions of the job Calhoun Paper Mill - Safe Work Permit Analysis

Date: 02/27/2020 R/R BS washer motor #2

Remove old motor in basement of brown stock Washer's and replace with new motor

"Watch out for yourself and co-workers. Add comments to address hazards not listed"



Next you will need to fill out the Potential Hazards & Hazard Elimination section:

#### **Potential Hazards:**

Place an check mark by all potential hazards associated with the job you are about to perform. Also place the appropriate letter from the hazard elimination which best mitigates the representation and the line

Potential Hazards	
(Charle asiaissees of Fahat and is and about identify	

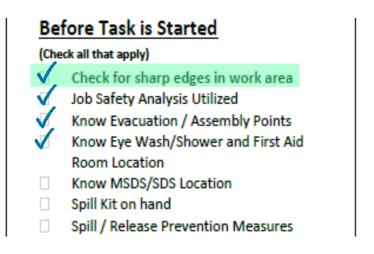
Hazard Elimination with letter(s) in blank Abrasions / Cuts Cave-in / Excavation Chemical Exposure Chemical Spills Confined Space Entry Cutting/Knife Dropping Materials / Tools **Dust / Respiratory Exposure** Electrical Shock **Environmental Impact** Fall Greater than 4 Feet Fire / Explosion Hazards from Others Heat / Cold Exposure Line of Fire/Pinch Points Mobile Equipment Moving Machinery Overhead Work Particles in Eve Sprains / Strains Trips / Slips / Falls Welding / Grinding

#### **Hazard Elimination**

(Identify Hazard Elimination letter(s) and place in blank for each Potential Hazard checked)

- A. Awareness
- B. Certification / Training
- C. Communication
- D. Cooling Vest / Rotate Workers / Fluids
- E. Cover / Remove Sharp Edges
- F. Dispose of Waste Generated Properly
- G. Drain or Empty Tank / Vessel / Pipe
- H. Dust Control
- Erect Barricades / Tape-off / Protect
- J. Fire Watch, Extinguisher, Fire Blankets
- K. Get Additional Assistance / Spotter
- .. GFCI in Place
- M. Housekeeping / Clean-Up
- N. Inspect Mobile Equipment
- O. Inspect Tools / Rigging
- P. Install guarding
- Q. Ladders Tied-Off & Inspected, 4:1Ratio
- R. Lifting Limit (<50 lbs.)</p>
- Lock Out Hazard Energy Isolation
- T. Permit Required (identify in next
- PPE Required (identify in next column)
- V. Proper Body Position / Ergonomics
- W. Proper Signage / Labeling
- X. Proper Sloping / Shoring
- /. Scaffold
- Secure / Tie-Off Tools
- AA. Tag Line / Push Pole
- BB. Toe Boards, Netting, Ladder Access
- CC. Traffic Flow
- DD. Ventilation
- EE. Other (Specify)

 Before the you start your task you MUST complete this portion of the SWP check all that apply to your task.





- Depending on the task you are doing determines the type of PPE you will need for you task.
- Check all the PPE that applies to the task you are doing.

#### **PPE Options** (Check appropriate box for necessary PPE) Standard PPE: (Hard hat, cut resistant gloves, safety glasses, hearing protection, safety-toe boots, high-visibility vest in warehouse, converting, and chip prep.) Hazardous Chemical PPE Level 0 PPE (Long vinyl coat, hard hat, cut resistant gloves, chemical splash goggles, face shield with chin guard, safety-toed footwear) Level 1 PPE (PVC Trench coat & pants or one piece yellow coveralls with hood on head, chemical resistant gloves & boots, cuffs over gloves and boots, hard hat, face shield with chin guard, chemical splash goggles) Level 1.5 PPE (Green Chemical suit with hood sealed around face, front sealed, cuffs over gloves and boots, rubber gloves, face shield w/ chin guard, chemical splash goggles, all extremities sealed) Arc Flash PPE **Cut Resistant Sleeves** Dust Mask / Respirator Face Shield w/Chin Guard Fall Protection - Safety Harness / Tie Off Inspected Heat Resistant / Aluminized Protection Life Vest Rubber Boots EMS Required PPE



 Check any additional permits that are required to perform your task.

# Permits Required (Check needed permits) Confined Space Energized Electrical Work Excavation Hot Work − Cutting / Welding Line Break Stepladder / Portable Ladder Major Lift



- Add any additional safety concerns that are not covered by the permit in the additional comments section.
- The name of the originator signs his/her name in the space that states Name of SWP Originator.
- All employees involved in this task must print their name on this permit. Please print your name where it states Additional SWP Participants.
- Stating that you have read and understand the hazards associated with your task.

• Employee performing the task must identify at least 2 potential Line of Fire (LOF's) hazards and also explain the type, where, and how the LOF could happen, and describe how you would protect yourself from the LOF hazard.



#### LINE OF FIRE (LOF) - DETAILS OF LOF HAZARD & HOW TO CONTROL

#### EXPLAIN BELOW THE TYPE, WHERE & HOW THE EXPOSURE TO LOF COULD HAPPEN?

HAZARD/RISK	Type of LOF Exposure	WHERE LOF EXPOSURE OCCURRED	How the LOF Exposure Could Happen
EX: Portable Hand Tool Use	Could pinch finger/hand	On housing of pump being installed	Wrench or socket slips off bolt head
	Control Method: Insure that the sock any structure around when pulling on to		instead of pushing; & insure that there is not
EX: Hand/Arm/Body Crushed/Pinched	Strike/pinch hand/arm/body	Between swinging motor & building structure	Guiding motor with hand on it and it begins to swing
	Control Method: Never control lifted not position myself between moving loa		pole; stay at least 5' away from moving load;
#1.	Motor could strike employee	R/R motor	Unaware of surroundings
Struck by	Control Method: Use spotter while removing and	d replacing motor to insure	employees are out of harms way
#2. Mobile	Crushed by motor	R/R motor	Equipment malfunction
equipment failure	Control Method: Make sure pre-use insp	ection has been completed	

#### \*\* Please reference Section IV. of the Corporate Line of Fire Guidelines for specific Hand and Arm potentials to be considered. Common examples include:

- Sudden Release of Stored Energy (chains, slings, springs)
- Gravity
- Moving Equipment, Tools, Rolls, etc.
- Airborne Debris or Particles (compressed air)
- Opening or Closing and Energy Source Control Device (disconnect switch)

- Automated Equipment (conveyors, valves, presses, etc.)
- Moving Vehicles in Area (lift truck, aerial lift, mobile crane)
- Contact with Static Hazards (sharp edges, high heat, chemicals)
- Loss of Balance (slippery/uneven walking surface, sudden change of direction)



- When you have completed your task this portion of the SWP must be filled out.
- When the task is complete you must turn the SWP into your supervisor.





 Audit form to filled out by Management Team (Supervisor, Superintendent, or Manager)

You Must audit each employee 4 times this year.

#### SAFE WORK PERMIT EXECUTION ASSESSMENT

Employee Name <u>Johnny Appleseed</u> Assessm	ent Date <u>02/27/2020</u>
1.0 Forms Review Assessment SCORING	ent done in Field <u></u>
Scoring Legend: 1=Non-compliant (Needs improvements) 3=Compliant (M	eets or exceeds requirements) 1 3
<ol> <li>All sections in the forms were completed and the number of PJRAs corresp usually performed by employee's position in a week (for routine or non-routine)</li> </ol>	
2) PJRAs were completed in the field for each task performed?	
2.0 Process Review	✓
SCORING	
<ol> <li>Employee identified and documented at least TWO detailed potential expos (TYPE, WHERE &amp; HOW) and detailed controlling measures to avoid these L</li> </ol>	
<ol> <li>Employee identified and documented adequate control measures for all ha communication or similar vague control measures ARE NOT ACCEPT.</li> </ol>	
5) If a control measure involved several actions, employee documented which sontrol risk (e.g. Level 1.5 suit, ice cleats, harness, Level 5 CR gloves, position	body out of the line of fire, etc.)
6) Employee identified at least 5 hazards and relevant protective measures for the field?	each hazard for all PJRA forms audited in

SCORE:

- Comments and feedback to employee to be filled out by Management Team (Supervisor, Superintendent, or Manager)
- When the feedback is given then you will Date when this happened then you will sign.

Comments:	Job well done, great job recognizing	hazards for the tasi	k
Feedback pro	ovided to employee on (date): 02/27/2020	Appraiser's Signature	David Gman
	. , , ,		Revised 02/05/2020



Prior to starting any
work at the Calhoun Mill
the Contractor
Supervisor and the
Calhoun Representative
must walk down the job
and fill out the
Contractor Checklist

	ntractor Checklist		Resolute Forest Products – Calhoun Mill ISO Document	
Document Identification	Revision Date	Revision Number	Page	
90-F-040	2/17/2021	4	1 of 2	
This list must be completed by a must be considered and decreed Date: WO# /PO#: Contractor Compar	Department: Job Descrip	Job Planner (Cal		
Contractor Compar Contractor Represe			(Print Name &	
Contractor Represe	milauve.			
	Safety Item Descri	iption	Required Comple	
COVID-19 Protocols (Disg gaiters are not allowed.	posable Surgical Style Mask or	nly must be worn) Cloth mas		
Accompany contractor to	the job location.		-	
Review job scope and pot			1	
Review PPE requirements			-	
procedures. Review evac	ash/shower. Review the emerguation procedure and Assemb	ly Points.		
Review potential environn and complete required en	mental impact and associated e vironmental forms	environmental policies for this	activity	
Complete a Safe Work Pe	ermit (SWP) for all task.		-	
For chemicals brought to	the mill, verify that contractor h	ias Safety Data Sheets avails	able on site.	
Flagging/Barricading requ	irements.			
Are personal gas monitor	s required? Contractor must be	sve monitoring devices.		
-Lockout - (Zero Ener	ed by the coordinating depart (gy)	s are to use Calhoun Mill pr tment and Safety Office pri	rocedures and permits unless or to use.	
-Hot Work - Cutting/V	/elding			
-Line Breaking				
-Confined Space Entry	/			
-Fall Protection				
-Excevation				
-Stepladder/Portable L	.adder			
-Major Lift				
	tive (Supervisor in cl	narge of the job) sig	n and date:	
Announcements, rem				
the bit/attachment manua	power source from hand tools lly without power. GFCl's are r		er attachments. Tighten	
Do not climb on equipmen				
Continuous monitoring is	required for all Confined Space	e Entries. Contractor must ha	ve monitoring device.	
All personal lockout locks	must be identified showing to	whom they belong. Contract	or company name too.	
Report any known or susp Resolute Mill Site. All safe	pected work related injury/illnes ety incidents shall be reported.	ss to Resolute Security/Medic ASAP upon finding.	al prior to leaving the	
Is there an exposur		, radiation, lead paint,	or hazardous chemicals?	
Are Sub-Contractor	s being utilized on this	job? If "yes" identify:		
Emergency: Medi	cal, Fire, Spill: Dial 7	911 (from non-mill pho	ne call 423-336-7911 x54791	
The Call				

Document Identification	Revision Date	Revision Number	Page	_
90-F-040	2/17/2021	4	2 of 2	
	Forest Products - Carboun Mill is co	Products - Galhoun MM Environmental Promitted to Compilence Assurance and trends objectives and Targets as required	e Prevention of Pollution. We will	
Post Job Follow up:				
This form must be r and the Calhoun Mi		Representative and signed	by the Contractor Represent	ıti
The job has been co		ent is ready to be turned o	ank space below the signatur ver to production. All tools,	25.

Resolute Forest Products - Calhoun Mill

- The Calhoun employee that requested the job will be the Calhoun Representative.
- After the Calhoun
  Representative fills out the checklist and reviews all items with the Contractor
  Representative the
  Contractor Representative will print their name and sign the form

		authorized contractor representative before work can begin. All items o plete after review with the contractor's authorized representative.	n this list
Date: WO# /PO#: Contractor Compan	Job Description	Job Planner (Calhoun Mill): :	
ntractor Represe		(Print Nan	ie & Sign)

• The items that have a check in the required column must be done for every job.

Octoby Item Description	Required	Complete
- Sesemblon		or not applicable)
COVID-19 Protocols (Disposable Surgical Style Mask only must be worn) Clour mach and gaiters are not allowed.	✓	
Accompany contractor to the job location.	✓	
Review job scope and potential hazards.	✓	
Review PPE requirements for the job.	✓	
Locate the nearest eye wash/shower. Review the emergency reporting and response procedures. Review evacuation procedure and Assembly Points.	✓	
Review potential environmental impact and associated environmental policies for this activity and complete required environmental forms	✓	
Complete a Safe Work Permit (SWP) for all task.	✓	
For chemicals brought to the mill, verify that contractor has Safety Data Sheets available on site.		
Flagging/Barricading requirements.		
Are personal gas monitors required? Contractor must have monitoring devices.		

• Review the required permits and fill them out before starting the job.

Provide permits and assist with completion: Contractors are to use Calhoun Mill procedures a Internatives are approved by the coordinating department and Safety Office prior to use.	nd permits ι	ınless
-Lockout – (Zero Energy)		
-Hot Work – Cutting/Welding		
-Line Breaking		
-Confined Space Entry		
-Fall Protection		
-Excavation		
-Stepladder/Portable Ladder		
-Major Lift		

- Make sure that you understand if there are any potential exposures to asbestos, radiation, lead paint, or hazardous chemcials and the precautions that you should take.
- Always be sure that you know how to report an emergency.

there an exposure potential to asbestos, radiation, lead paint, or hazardous chemicals?  Yes No If yes identify:
Are Sub-Contractors being utilized on this job? If "yes" identify:
Emergency: Medical, Fire, Spill: Dial 7911 (from non-mill phone call 423-336-7911 x547911)

- When the job is complete sign the form indicating that the job is completed and the equipment is ready to turned over to production, and that all tools, equipment, parts, and trash have been removed from the jobsite.
- If you have any concerns or problems note them below the signature lines.

Post Job Follow up:			
This form must be returned to the Calh and the Calhoun Mill Representative.	oun Representat	ive and signed by the Contractor Represe	entative
Please note any problems, concerns, or findings from the job in the blank space below the signatures. The job has been completed and the equipment is ready to be turned over to production. All tools, equipment, parts, and trash have been removed from the jobsite.			
Contractor Representative (Print Name & Sign)	Date	Calhoun Mill Representative (Print Name & Sign)	Date

#### CARDINAL RULES

resolute

Violation may result in immediate termination or company removal from mill site.

- Work at Height, without proper fall protection or fall prevention (4 ft.)
- Lifting Operations, violations of crane or mobile equipment operations, or unsafe lifting practices (55 lbs.)
- Confined Spaces, entering confined space without following procedures or permit (Breaking the plane)
- Hot Work, performing hot work without following procedures or permit (Grinding, Burning, Cutting, Welding)
- Line Breaking, line break without following procedure or permit
- Chemical Exposures, violation of hot zone policy or designated areas
- LOTO, any violation of energy isolation policy and/or procedure
- Energized Equipment, working on energized equipment without proper approval
- Machine Guarding, working on, removing, or allowing unguarded equipment (replace any guards taken off)
- Excavation, working below 5 feet without proper trenching and/or shoring (Permit required)
- Vehicle Movement, violation of mill vehicular policy, (5 mph)
- General Mill site rules, Drugs, alcohol, Tobacco Free, fighting, weapons, etc.
- **PPE**, cut 4 gloves all the time, safety glasses, hearing protection, steel toe boots, hard hat, escape respirator when required
- Hands off live loads, To reduce the line of fire incidents KEEP HANDS OFF LIVE LOADS.

#### HIGH RISK ACTIVITIES REVIEWED

- Work at Height
- Lifting Operations
- Confined Spaces
- Hot Work
- Line Breaking
- Chemical Exposures
- LOTO
- Energized Equipment
- Machine Guarding
- Excavation/Floor Openings
- Vehicle Movement
- Ladder Policy



## **Separating Items With High Force**

• When high forces are applied to separate items such as through the use of port-a-powers and hydraulic jacks rigid physical barriers will be used to prevent the possibility of someone being struck by any component should the items unexpectedly break apart.

#### **Pneumatic Tools/Air Hoses**

- Crimped hose clamps will be used on all hoses (pneumatic, water, steam, etc.) with 50 psi or more.
- Worm-drive clamps will not be used on any hose that may be exposed to 50 psi.
- All hoses with 50 psi or more will have anti-whip safety cables on the inlet and outlet connections.
- All air hoses used for blowing up will have a nozzle with a venturi tip that will reduce deadheaded tip pressure to 30 psi.

## **Chicago Fittings**

• Never use Chicago fittings on any line used for chemical applications.

#### **GATE 3 SCHEDULE**

#### Day Shift WAITING ON SCHEDULE

Gate 3 will open at 6:30 AM

Gate 3 will close at 8:30 AM

#### Night Shift

- Gate 3 will open at 6:30 PM
- Gate 3 will close at 8:30 PM

\* If for some unknown reason you need to use Gate 3 outside of these timeframes please contact Security\*



# 2020 COMPLIANCE OUTAGE ACCIDENTS & INJURIES

• O injuries in 2020!!!

• 2015, Jake Marshall – Fall – Head injury/ Fatality



#### **OUR GOAL IS:**

## •ZERO!!!



#### Personal Protective Equipment

Contractors Must Ensure Their Employees Have And Wear All Required PPE

ResoluteFP Will Not Supply Contractor PPE

i.e. Safety Glasses, Safety Shoes, Hard Hats, Face Shields, Goggles, Chemical Resistant Clothing, Respirators (air purifying and supplied air), Gas Monitors, Fall Protection, Hearing Protection, Gloves and/or any other PPE that may be required to perform the job safely.



## **Personal Protective Equipment**

## Eye Protection

Gate-to-gate safety glasses with permanent side shields are required except in operator control rooms, lunchrooms/breakrooms, restrooms and offices.



Safety sunglasses shall not be worn indoors.

Appropriate eye protection such as goggles/face shields are required when working with chemicals, grinding, Hot Work, etc.



### Mill Wide PPE

# **Notice**

Hard Hats, Gloves, Safety Glasses, Safety Shoes and Hearing Protection:

Required Beyond This Point



### **Hearing Protection**

Hearing Protection is required mill-wide except in operator control rooms, lunchrooms, break rooms, restrooms and offices.

#### Notice

Hard Hats, Gloves, Safety Glasses, Safety Shoes and Hearing Protection:

Required Beyond This Point

When you walk past The sign – Put on all

Your PPE



## **Hand Protection**

In an effort to reduce hand injuries all employees, contractors, vendors and visitors must wear Cut Resistant, Level 4 or higher, gloves at all times while in operating areas.

When handling anything sharp (i.e. knives, slitters, doctor blades, sheet metal etc.)
Cut Level 5 Gloves must be worn on both hands.
Cut Level 5 sleeves must also be worn on both arms.

ANSI/ISEA 105-2005 or ASTM F-1790 Standards





### **Hand Protection**

Appropriate hand protection must be worn:



- Chemical Resistant Gloves plus (Cut Level 4 or higher)
   for potential exposure to chemicals
- Cut Resistant Gloves (Cut Level 5) handling anything sharp or using knives
- Heat Resistant Gloves Welding, burning, potential heat exposures

Assess your job and wear the right glove

Gloves should not be worn around rotating equipment or nip points



### **Face Protection**







Anytime face protection is needed (i.e. grinding, chemical handling etc.) a full face shield, with an attached chin guard, and goggles must be worn.



# **Respiratory Protection**

### Personal Monitors

A Personal Hydrogen
Sulfide (H2S) Monitor
must be carried "on your
person" in the following

areas:

- Kraft mill
- #3Recovery Boiler
- Waste lift Pumps
- Effluent Clarifier
- Sludge Plant
- Filter Plant
- Package Plant

# **Respiratory Protection**

### **Personal Monitors**

A Personal Chlorine
Dioxide (ClO2) Monitor
must be carried "on your
person" in the following
areas:

Kraft mill



### PPE CHANGES:

- Hi-Viz vest must be worn in the woodyard.
- 8" high safety boots are required for Maintenance, Utilities, TMP, Recycle, Chip Prep and Kraft Mill area employees.
- 6" high safety boots are required for all other employees.
- Metatarsal Guards are required to be worn in Chip Prep areas.
  - a. Minimum ASTM F-2413 or CSA Z-195, 8" high boots with outer covering such as:
  - i. Safety rubber boot with steel toe cap "i.e.: Rubber Miner boots"
  - ii. Full grain leather (boot & tongue), no woven synthetic fiber materials
  - iii. Chemical/liquid resistant covering such as "i.e.: Royer U-TECH\* rubber & Leather"
  - b. Steel toe cap with puncture resistant sole
  - c. Dielectric protection sole
  - d. Medium tread soles to prevent slips & falls
  - e. Heat & water resistant soles
  - f. Boot tongue MUST be stitched to the sides of the boot or shaped like a gusset up to before the last eyelets to prevent liquid intake



### PERMITS!!

### **ZERO** Tolerance



### CONFINED SPACE PERMIT...

### **ZERO** Tolerance



### WHAT IS A CONFINED SPACE?

 A confined space also has limited or restricted means for entry or exit and is not designed for continuous occupancy.
 Confined spaces include, but are not limited to, tanks, vessels, silos, storage bins, hoppers, vaults, pits, manholes, tunnels, equipment housings, ductwork, pipelines, etc.







#### F. Confined Space Entry Permit When <u>Contractor</u> personnel are entering into the confined space

- 1. When Resolute arranges to have employees of a contractor (or those of a subcontractor retained by a contractor) perform work that involves permit space entry, then
  - a. Resolute shall be the Host Employer and shall:
    - i. Ensure the space is safe to enter.
  - ii. Issue a Resolute Confined Space Entry Permit.
  - iii. Inform the contractor that the workplace contains permit spaces and that permit space entry is allowed only through compliance with a permit space program meeting the requirements of this Resolute Confined Space Entry Policy.
    - iv. Apprise the contractor of the elements that make the space in question a permit space, including the hazards identified and Resolute's experience with the space.
    - v. Apprise the contractor of any precautions or procedures that Resolute has implemented for the protection of employees in or near permit spaces where contractor personnel (or any subcontractor personnel retained by contractor) will be working.
    - vi. Obtain a debrief from the contractor at the conclusion of the entry operations regarding the permit space program followed and regarding any hazards confronted or created in permit spaces during entry operations.
  - b. The Contractor shall be the employer for purposes of the Confined Space regulations, 29 CFR 1910.146, and shall strictly comply with all the requirements set forth in the regulations as well as those required of Resolute in this policy if Resolute were the employer of those entering into the confined space. This includes without limitation:
    - i. having a written confined space program that is in compliance with the regulations for confined space entry as an employer, as set forth at 29 CFR 1910.146;
    - ii. issuing their own company's specific Confined Space Entry Permit prior to entering into the confined space and providing Resolute with a copy of the Entry Permit prior to conducting operations in the confined space;



- ensuring that all employees or subcontract employees who are to enter or attend to the space are properly experienced in confined space entry and properly trained in confined space entry;
- ii. Either verifying that all equipment has been properly isolated prior to conducting any work in any confined space and signing the Resolute Confined Space Permit acknowledging verification or that an opportunity to verify the proper isolation was provided by Resolute but was waived by the Contractor.
- v. verifying any and all employees or subcontractors of the Contractor who enter into a confined space or serve as an attendant for a confined space are able to verbally clearly communicate changes and conditions within the confined space, to ensure the ability to promptly and clearly communicate in an emergency and ensure the safety of themselves and others around them;
- vi. providing any and all Personal Protective Equipment ("PPE") and monitoring equipment that is required to be worn or used or is otherwise necessary to ensure the safety of the contractor's or subcontractor's employees while working at Resolute;
- vii. ensuring that each of its employees or subcontract employees who are entering or attending to a confined space have been properly fit tested and trained in the proper use and wearing of such PPE and/or monitoring equipment;
- viii. providing and properly installing prior to entering into any confined space any rescue equipment necessary for work in the space;
- ix. arranging for emergency responders prior to conducting any work in the space; if Resolute is to provide this service such must be noted on the Confined Space Permit issued by the contractor and signed by an authorized agent of Resolute; and
- x. Promptly supplying Resolute with a copy of any and all completed confined space entry permits upon completion of the work.
- 2. The Contractor will provide any emergency rescue equipment required by law or otherwise necessary to ensure the safety of its employees while conducting the work at the Mill and ensure that all of its employees are properly trained in the use of such emergency rescue equipment prior to conducting any work at the Mill.



Resolute Forest Products - CONFINED SPACE ENTRY PERMIT - Page 1									
PERMIT DATE:	Ju	Ine/ 1 /	15	8:00 a.m. Time			Duration neric Monito		
1 General Information									
DEPT and LOCATION: SPACE to be ENTERED:	Kraft #6 Di	Mill igester			/ 7 <sup>th</sup> Floor				
PURPOSE of ENTRY: PREVIOUS CONTENTS:	Inspec	ct Screens Chips, Wh		or co	ONFINED SPACE CLA	ASSIFICATIO	N: Level I	Level II	Level III
2 Potential Confi	ned Spa	ce Hazard	<b>İS</b> (Check	all that apply	/ All recognized	hazards sh	nall be abate	ed)	
Oxygen (O <sub>2</sub> ) Enrichment/Deficiency	N/A	Yes	Action	 Atmospheric	Heat Stress	□ N/A	Yes	Action	Fan Cool Vest
Gases / Vapors (Flammable/Toxic)	□ N/A	Yes	Action	Testing Atmospheric	Other (Explain)	N/A	Yes		Cool Vesi
Explosive (Gas/Vapor/Dust)	□ N/A	Yes	Action	<u>Testing</u> Shutter	Any other	er hazards	s that may	be prese	nt
Radiation Sources	□ N/A	Yes	Action	Locked					
Electrical	□ N/A	Yes	Action	Locked Out Blanks					
Engulfment/ Drowning	□ N/A	Yes	Action	Installed					



3 Confined Space Entry & Equipment (Check all that apply)						
Lockout Blank/Blind Purge/Flush & Vent Spool Removed Double Block & Bleed ISOLATION METHODS:						
Ventilated: Natural Mechanical Space Cleaned, Drained and Purged						
OTHER PERMITS REQUIRED: Hot Work Linebreaking Safe Work Permit Other:						
Lifeline Yes Decempted (entangable hazard/would not aid in rescue) Lighting: Yes GFCI: Yes						
Required Entrants PPE Harness/Wristlets:						
COMMUNICATION METHOD w/ENTRANTS:  Radio  "Line of Site"  Other:						
RESCUE EQUIPMENT:  Rescue Equipment Location:  Operating Control Floor 3rd Floor						
EMS/Security Notified Radio #3 Mill Phone 7230 or (423-336-7230) TO REPORT AN EMERGENCY 7911 Or (423) 336-7911						

#### 4 Downgraded Confined Space

This Confined Space has been assessed and reclassified as a Downgraded Confined Space. The documentation is on file. By checking this section and signing as Entry Coordinator I certify that I have inspected the area and ensured conditions allowing a Downgraded Confined Space entry are valid. Rescue Equipment, Harness and Lifelines, Sign in and Out, and Atmospheric Testing are not required unless otherwise indicated as a Downgraded Confined Space.

Downgraded Confined Space







### Page 3

5 Atmospheric Testing (before entry, if unoccupied for 1 hour, if conditions change)

Date:		6/1/15	6/2/15					
Atmoshperic Tester:		JН	JH					
Monitor #:		01	01					
Condition	Acceptable Level (PEL)	If Toxic/C			0 But Less T Ifety Must Ag		rate Asessme owing Entry	nt Must Be
Oxygen (O <sub>2</sub> )	19.5-23.5%	20.9	20.9					
Combustible (LEL)	< 10%	0	0					
Carbon Monoxide (CO)	< 35 ppm	0	0					
Hydrogen Sulfide (H <sub>2</sub> S)	< 10 ppm	0	0					
Sulfur Dioxide (SO <sub>2</sub> )	< 2 ppm	0	0					
Chlorine (CI)	< 1 ppm	N/A	N/A					
Chlorine Dioxide (Clo <sub>2</sub> )	<.1 ppm	0	0					



#### **6 Resolute Entry Coordinator**

All hazards have been reviewed with employees and required precautions have been taken with the necessary equipment provided for safe entry and work in this confined space.

Resolute ENTRY Coordinator Authorizing Entry:	James Dockins		6/1/15
	(Print Name Legibly)	(D	ate Authorized)
Resolute Relieving ENTRY Coordinator:	Henry Clayton		6/2/15
	(Print Name Legibly)	(D	eate Authorized)
Resolute Relieving ENTRY Coordinator:			
	(Print Name Legibly)	(D	Pate Authorized)
Resolute Relieving ENTRY Coordinator:			
	(Print Name Legibly)	(D	ate Authorized)
CONFINED SPACE to be ENTERED BY:	Employees Resolute Emplo	oyees & Contractors	
	Contractors Only	(Go To: Contractor	r Confined Space Entry Permit
RESOLUTE ENTRY Coordinator TRANSFERRING CONFINED	James Dockins	6/1/15	Acme Const.
SPACE ENTRY PERMIT to CONTRACTOR	(Print Name Legibly)	(Date)	(Contractor)



	RESOLUTE ATTENDANT	
Resolute Attendant	James Barton	6/1/2015
Resolute Attendant	(Print Name Legibly)	(Date/Time)
Resolute Relieving Attendant:	Morton Barry	6/2/2015
<b>G</b>	(Print Name Legibly)	(Date/Time)
Resolute Relieving Attendant:		
	(Print Name Legibly)	(Date/Time)
Resolute Relieving Attendant:		
	(Print Name Legibly)	(Date/Time)
DEBRIEF COMMENTS:  Any is	ssues encountered during the entry must be	documented here.
		•
Corrective Actions must	be taken in the future to prevent them from	m reoccurring.
Corrective Actions must	be taken in the future to prevent them from	n reoccurring.
Corrective Actions must	·	n reoccurring.
Corrective Actions must	be taken in the future to prevent them from  Entrants Sign In/Out on Page 3	n reoccurring.
Corrective Actions must  8 Confined Space Entry F	Entrants Sign In/Out on Page 3	n reoccurring.
	Entrants Sign In/Out on Page 3	m reoccurring.



#### Resolute Forest Products - CONFINED SPACE ENTRY PERMIT - ENTRY LOG Page - 3

**9 ENTRANT LOG DATE:** 6/1/15

IN CASE OF EMERGENCY		ATTENDANT(S) (print name legibly) Date & Time								
Mill Phone by dialing	Mill Phone by dialing 7911				1 James Barton 6/1/15 8:15 a.m.					
	4.4	2 Morton Barry 6/2/15 6:00 p.m.								
Cell Phone by Dialing 423	3	3								
Mill Radio Channel	4	4								
ENTRANT(S)		RECORD EACH TIME EMPLOYE ENTERS AND EXITS SPACE								
(print name legibly)	In	Out	In	Out	In	Out	In	Out		
Tommy Frank	8:30 am	9:30 aı	m 11:30 am	11:15 am						



#### Resolute Forest Products - CONFINED SPACE PERMIT - Page 4

#### 10 Isolation Verification

#### **Contractor Lockout/Isolation Verification**

Please indicate that you verified the isolation or were offered the opportunity and chose not to verify the isolation.

#6 Digester

Confined Space Being Entered

Kraft Mill

Department – Area

Lockset #: 16

Seal #: 635345

Contractor/Sub-Contractor (Company Name): McAbee Construction

Select One Lockout Verified Print Name: Randy Smith

Verification Waved Date: 6/1/15

Signature: Randy Smith

Contact Info (Phone): 888-888-8888



### **HOT WORK PERMIT!!**

### **ZERO** Tolerance



### WHAT IS HOT WORK?

- Hot work is any process that can be a source of ignition when flammable material is present or can be a fire hazard regardless of the presence of flammable material in the workplace. Common hot work processes are welding, soldering, cutting and brazing.
- Welding Jackets shall be worn when doing hot work activities.





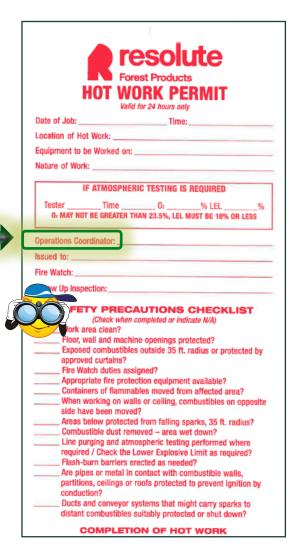


### Before any **HOT WORK** is initiated:

A representative from the operating department must meet you at the job site to inspect the area and issue the permit. We call this employee the Operations Coordinator.

The **HOT WORK** Permit is a simple checklist designed to help you identify and correct issues that could be a fire hazard.

The work site inspection is a teamwork process. Both the Operations Coordinator and the employees performing the HOT WORK are responsible to ensure the area meets the permit requirements.





### HOT WORK PERMIT

Atmospheric testing for combustibles (lower explosive limit - LEL) is required in situations where Hot Work is performed in potentially flammable or explosive atmospheres, and pipelines that may contain TRS gases, sulfuric acid, turpentine, methanol, natural gas, etc.



In the Kraft Mill, Chem Prep, TMP, and Utilities areas, an atmospheric test must be performed before performing Hot Work on any process piping or equipment.

#### IF ATMOSPHERIC TESTING IS REQUIRED

Tester JBH Time 8:00 am 0: 20.9 % LEL 0 %
0: MAY NOT BE GREATER THAN 23.5%, LEL MUST BE 10% OR LESS

Operations Coordinator: Rob Martian

Issued to: Saul Ingerharm, Moses Rogers

Fire Watch: Steve Truex

Follow Up Inspection: Gregg Heiche

Fire W	atch:
Follow	Up Inspection:
	SAFETY PRECAUTIONS CHECKLIST
	(Check when completed or indicate N/A)
	Work area clean?
	Floor, wall and machine openings protected?
	Exposed combustibles outside 35 ft. radius or protected approved curtains?
	Fire Watch duties assigned?
	Appropriate fire protection equipment available?
	Containers of flammables moved from affected area?
-	When working on walls or ceiling, combustibles on oppo side have been moved?
	_ Areas below protected from falling sparks, 35 ft. radius? _ Combustible dust removed – area wet down?
	Line purging and atmospheric testing performed where required / Check the Lower Explosive Limit as required?
	Flash-burn barriers erected as needed?
	Are pipes or metal in contact with combustible walls.
	partitions, ceilings or roofs protected to prevent ignition conduction?
	Ducts and conveyor systems that might carry sparks to

COMPLETION OF HOT WORK



### **CAREFULLY Inspect the Work Area**



#### SAFETY PRECAUTIONS CHECKLIST (Check when completed or indicate N/A) Work area clean? Floor, wall and machine openings protected? Exposed combustibles outside 35 ft, radius or protected by approved curtains? Fire Watch duties assigned? Appropriate fire protection equipment available? Containers of flammables moved from affected area? When working on walls or ceiling, combustibles on opposite side have been moved? Areas below protected from falling sparks, 35 ft. radius? Combustible dust removed - area wet down? Line purging and atmospheric testing performed where required / Check the Lower Explosive Limit as required? Flash-burn barriers erected as needed? Are pipes or metal in contact with combustible walls, partitions, ceilings or roofs protected to prevent ignition by conduction? Ducts and conveyor systems that might carry sparks to distant combustibles suitably protected or shut down?



### **CAREFULLY Inspect the Work Area**



#### SAFETY PRECAUTIONS CHECKLIST (Check when completed or indicate N/A) Work area clean? Floor, wall and machine openings protected? Exposed combustibles outside 35 ft. radius or protected by approved curtains? Fire Watch duties assigned? Appropriate fire protection equipment available? Containers of flammables moved from affected area? When working on walls or ceiling, combustibles on opposite side have been moved? Areas below protected from falling sparks, 35 ft. radius? Combustible dust removed - area wet down? Line purging and atmospheric testing performed where required / Check the Lower Explosive Limit as required? Flash-burn barriers erected as needed? Are pipes or metal in contact with combustible walls, partitions, ceilings or roofs protected to prevent ignition by conduction? Ducts and conveyor systems that might carry sparks to distant combustibles suitably protected or shut down?



### HOT WORK CONT...

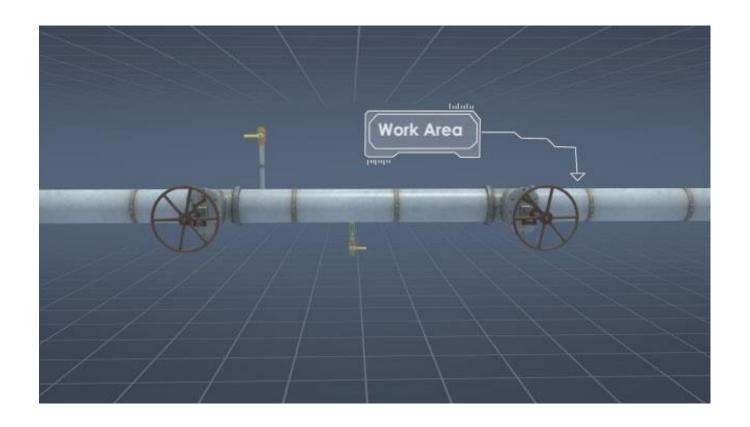
- When the job is complete sign the area that says completion of hot work.
- Fire watch must remain at the site for 1 hour.
- Do not meet operations in the control for a hot work, they are suppose to come and meet you at the area of work.
- Once your fire watch has done his/her duties then operations must be contacted/ made aware of completion of hot work.



### LINE BREAKING PERMIT!!

### **ZERO** Tolerance







s	resolute Forest Products				
	LINE BREAKING PERMIT				
	Date: 3/12/1 Time: 7:00 aw  THIS PERMIT IS GOOD FOR THE DURATION OF THIS JOB OR AS CONDITIONS WARRANT				
I	ocation of Line: Physical Location of line				
J.	Description: Brief description of work				
N	faterial Possibly in Line: Caustic				
L	ine Size: 4" Type: Carbon Steel				
	SAFETY REQUIREMENTS (Circle if required)				
B	Chemical Goggles  Face Shield  Chemical Gloves  Face Shield  Chemical Gloves  Face Shield  Respirator  Chemical Suit/Hood				
Is	s pipe supported/secured? YES NO NA (PERSON DOING JOB IS RESPONSIBLE FOR OBTAINING PPE)				
	Other Procedures That Apply (Check if Applicable)				
P	Burn/Weld         Vessel Entry           PSM         High Work           Lockout         Hot Tap				



Ш	SIDE #2	Rev. 10/09
oordinator Completes Permitwa	Operations Person doing work must <i>initial</i> Under Yes,	No. NA
	Yes	No NA
<b>.</b> E	Valves closed, lock and tagLM	
	Line drained/DepressurizedLM	
<b>6</b>	Line purged or flushedLM	
<u> </u>	Tracing turned off <u>LM</u>	
	All pumps and starters locked	
6	out, tagged and tried <u>LM</u>	
X	Area roped off, signs posted <u>LM</u>	
16	Necessary blanks installedLM	
d	Vents to be opened to prevent	
	possibility of air lock	
<u>-</u>	Yes Yes	Alternative
r	Nearest Safety Snower/Eye	(explain)
$\sim$	Wash working	
<u>-</u>	Showed employee performing	
Ħ	work location of Shower/Eye wash	Yes LM
13	-	
.=	I certify that this line has been prepared in accorda Line Breaking Procedure and is ready to be b	nce with the roken.
p	-	
Ï	Operations employee responsible Operations signature	7 TOT JOD
$\simeq$	TESTER	
r		
	DATE/TIME	
S	COMBUSTIBLE GASES OR VAPO	
Ξ	(MUST BE 10% OR LESS TO BURN/WELD)	)%
<b>.</b>		27 274
perations	START-UP CHECKS Yes	No NA
I	Gasket in/Bolts tightened	
<b>O</b>	Lines connected	
7		
	JONN BYOWN Maintenance signature required when work is cor	mpleted
\ -7		
	RETURN THIS PERMIT TO SAFETY WHEN	N COMPLETED



# Line Breaking



### **Contractor Employees Responsibilities**

- 1. Review the permit.
- 2. Know, understand, and follow the policy requirements.
- 3. Obtain and wear the proper personal protective equipment necessary for the particular job.
- 4. Clean up work site, sign Line Breaking Permit, and notify operations when the job is complete.



#### **BACKGROUND INFO**

- EVERY YEAR, SOME OF OUR EMPLOYEES, CONTRACTORS AND OTHERS AROUND US HAD THEIR HANDS/BODY BEING CRUSHED WHILE GUIDING SUSPENDED LOAD BEING MOVED OR POSITIONED WITH LIFTING EQUIPMENT.
- POTENTIAL CONSEQUENCES OF RELATED INJURIES ARE USUALLY SEVERE: FRACTURES, FRACTURES OF BODY PART, SEVERE CRUSHING OR POTENTIAL AMPUTATION OF LIMBS ON OUR SITES.
- A TRUE CHOICE OF ZERO INJURIES IN OUR SITES RESTS FIRST AND FOREMOST ON THE EFFECTIVE AND RIGOROUS MANAGEMENT OF RISKS THAT WE IDENTIFIED BECAUSE OF HUMAN OR PROCESS FAILURE AND NEED TO BE CONTROLLED.
- THIS IS NOT A WISH, BUT A BUSINESS CHOICE THAT ENTAILS THAT EMPLOYER'S REPRESENTATIVES HAVE THE RESPONSIBILITY AND ULTIMATE DUTY TO ENSURE OUR EMPLOYEES AND PEOPLE ON OUR SITES ARE PROTECTED AGAINST WORK-RELATED HAZARDS THAT WE ARE EXPOSING THEM TO.



- **Suspended Load-** Any object that weighs >75 lb being transported or lifted/lowered using *lifting equipment* and has not been mechanically fixed or supported.
- **Heavy Suspended Load-** Any object that weighs ≥ 1 metric ton (≥ 2204 lb) being transported or lifted/lowered using *lifting equipment* and has not being mechanically fixed or supported..
- Lifting Equipment- Any mechanical device with the capacity of lifting or lowering *a* suspended load, including the following: crane, overhead crane, lift truck, manual or electric hoist, monorail hoist, hydraulic crane (tripod) for motors.
- Lifting Device- Any device that is designed to be used directly or indirectly to secure a load to *lifting equipment* and is not an integral part of *the suspended load*, e.g. hook, sling, shackle, jib crane for lift trucks, etc.
- **Guiding Device-** Any device that is used to remotely guide *a suspended load* without direct hand contact on the *suspended load* and *lifting devices*. Such device is not considered an integral part of the lifting system. Guiding devices include: tag line, short or long positioning/ guiding pole, guiding handle, guiding straps, C-clamp and hand hoist chain. A detailed list of these devices and their applications is attached in Appendix II.



### **CELL PHONES**

- When **NOt** to use cell phones:
  - While Driving mobile equipment: This includes Trucks, Fork/Clamp trucks, or heavy equipment.
  - Do not walk while using your cell phone.
- When can you use your cell phone:
  - In a safe location PPE Free Zones Inside a parked vehicle.
  - Break areas
  - Cell phones can be used for business purpose only.



#### CELL PHONES / PHOTOS / VIDEOS

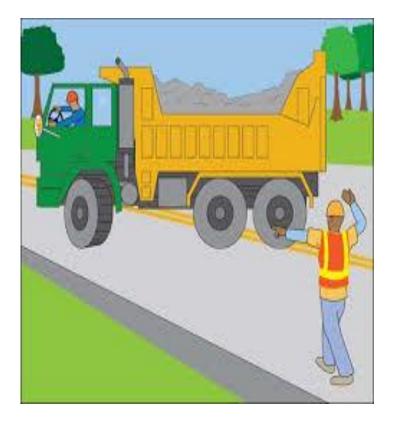
- NO Photos should be taken unless approval through your Resolute contact.
- No Videos should be taken unless approval through your Resolute contact.
- Absolutely no social media post will be tolerated.



#### SPEED LIMITS/ SPOTTERS

- Speed limit in congested areas is 5 MPH every where else is 15 MPH.
   This 5 MPH includes in front of the main guard office.
- Use spotters while transporting material that is twice as long as the forks on fork trucks, moving aerial lifts, cranes, or boom trucks. Avoid overhead power lines.







#### VEHICLE USAGE DURING THE OUTAGE

- Limit the usage of Vehicle activity in these congested areas.
- 2 company vehicles per company only.
  - However we know that's not possible for some companies.
- We are in the process of setting up designated parking areas for contractors in these congested areas.
- ALL VEHICLES MUST BACK IN TO PARKING SPOTS.
- Keys must be left in vehicles. If vehicle has to be towed, it will be done so at the owner's expense.
- All vehicles must have Company name and contact info on them.
- If your vehicle is equipped with seat belts you MUST wear them.



# NO TOBACCO ON THE MILL SITE, THIS INCLUDES THE PARKING LOTS.

WE ARE A TOBACCO FREE SITE..THIS INCLUDES NO VAPING..







#### **ELECTRICAL CORDS**

- Route all cords, hoses, and temporary piping overhead if at all possible. This will help reduce tripping hazards.
- In wet and damp conditions and all confined spaces, use a GFCI on power source end of extension cords
- Cords need to be inspected prior to use.
- Air hoses need to have the banded clamps with whip checks attached to the hose.







#### LOCKOUT

- Make sure all employees remove their locks at the end of each shift or at job completion.
- All locks must have identification and a Do Not Operate Tag on them. (Name and Company Name along with contact info)
- Forcible lock removal must go through RFP security.
- Primary contractor shall verify lockout location with the RFP operations coordinator.







## Do Not Climb On Equipment

In an effort to reduce the potential of slips and falls it is not allowed to climb on process equipment or guards to access your work area.

Please use ladders, scaffolding or lifts to reach elevated work.



# **General Safety**

- Excavations must be barricaded to protect pedestrians and alert vehicles to ground openings.
- Excavated openings greater than 5 feet in depth must be sloped or shored.
- Ladders must be provided for trench access and within 25 feet of any worker in the opening.

# **General Safety**

## Side Grinders/Metabos

- All grinders/Metabos will be equipped with a deadman switch and have no trigger locking devices.
- Handles MUST NOT be removed from grinder/Metabos or any other hand powered tools.

## **Hi-Viz Safety Vests**

Everyone who enters our Distribution Center (DC), Converting, Shipping, Chip Prep, and Recycle Warehouses are required to wear an Hi-Viz Vest.

Required In:
Distribution Center
(DC)
Converting
Shipping Warehouse
Recycle Warehouse





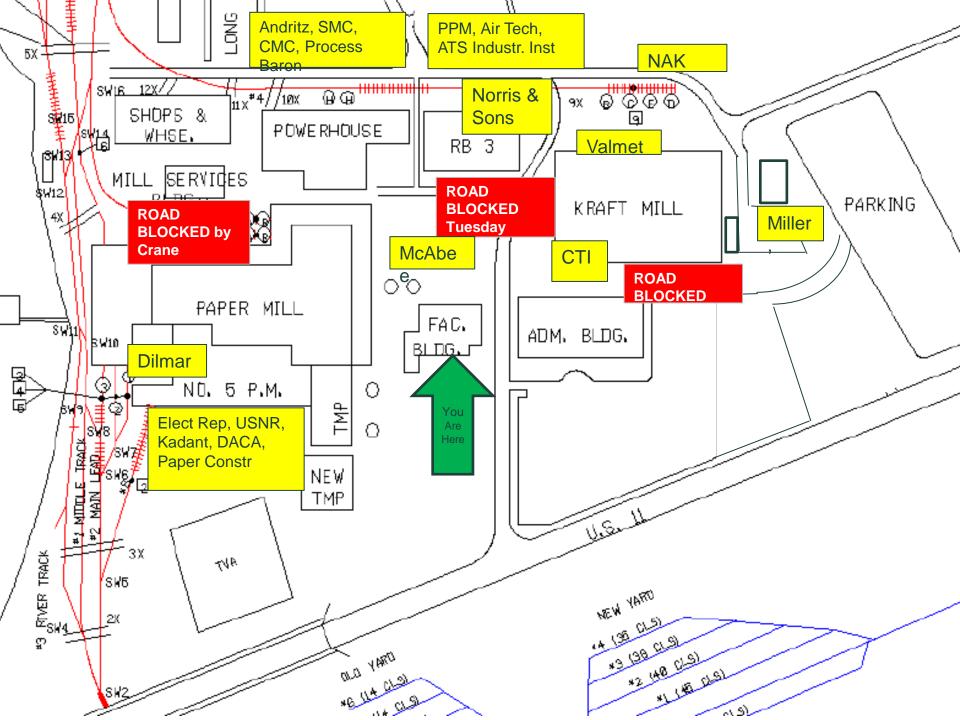
Be Alert – Watch Out For Mobile Equipment.

#### HOUSEKEEPING

- Please remind your employees to clean up as you go.
- Clean up after the job is completed. Make the area you are working in cleaner than you received it.
- Extra Trash dumpsters will be available through out the mill.
- Dumpsters for scrap piping and metal will be marked.
- If a dumpster is full please notify a RFP employee to get in touch with Waste Connections.







### **Emergency Response Plan**

#### **Evacuation Routes and Assembly Points**

Resolute FP Evacuation

A

Assembly Point

Resolute FP Evacuation

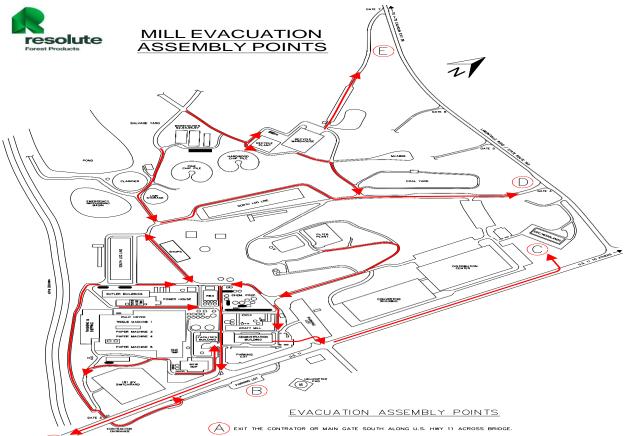
B

Assembly Point

Resolute FP Evacuation

C

Assembly Point



Resolute FP Evacuation

D

Assembly Point

Resolute FP Evacuation

E

Assembly Point

85



RECREATION AREA PARKING LOT VIA THE RAILROAD TRACKS UNDER U.S. HWY 11 BRIDGE, OR VIA MAIN MILL ENTRANCE.

EXIT NORTH GATE BEHIND THE KRAFT MILL AND PROCEED TO EMPLOYEE DEVELOPMENT CENTER.

WOOD TRUCK ROAD ENTRANCE VIA MILL ROAD LEADING TO THE COAL YARD.

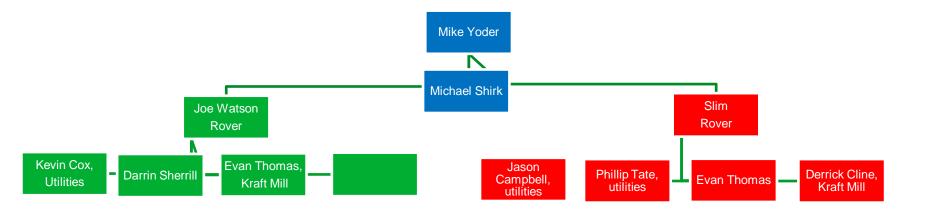
E EXIT NORTH TOWARDS RECYCLE, CONTINUE ON ROAD TO GATE AT STATE HWY 163.

### SAFETY CONTACT INFORMATION, RADIO CHANNEL #3

- Mike Yoder, E&S Manager, 423 336-7591
- Michael Shirk, Safety Engineer, 423 336-7981
- Joe Watson, safety advocate Days, 423 336-7292
- Adam Gibson, safety advocate Nights, 423 336-7304
- Security, 423 336-7230, and 423 336-7558
- RB3 Control Room 423-336-7504
- Shift Supervisor over Utilities Area 423-336-7176
- Kraft Mill Control Room 423-336-7701



# SAFETY OUTAGE COVERAGE WAITING TO UPDATE





#### ORR SAFETY TENTS

- These safety tents are for everyone on mill site.
- They will have popsicles and sqwincher drinks available.
- A variety of different items to sample and look at.
- There will be a drawing for some of the display items at the end of the outage as well.
- Contractor Trailer Store for Mill PPE Tim Ledbetter or Carlo Tomassetti will speak to this.



#### **NEXT STEPS**

- Need names and contact information for all on site contractor safety personnel. Send to the e-mail addresses on our business cards.
- Contractor shift schedule?
- We will be having a DAILY 2:00 p.m. and 10:00 p.m. meeting in the safety office with all contractor safety representatives, Shouldn't last more than 20 minutes or so. This will be to discuss your needs and/or any safety related problems you may be having. ALL CONTRACTOR SAFETY REPRESENTATIVES ARE REQUIRED TO ATTEND THESE MEETINGS.



### 2021 ELECTRICAL MAINTENANCE

1 1				
Converting (Fdr 1102)	24 hrs	Tue 5/18/21	Thu 5/20/21	
Electrical Kraft Mill (Fdr 1502)	24 hrs	Fri 5/21/21	Tue 5/25/21	14
Electrical RB3 (Fdr 140)	24 hrs	Wed 5/26/21	Fri 5/28/21	15



#### SUMMARY

- Understand your safe work permits and HRAs
- Be aware of your surroundings during this outage
- Always wear the correct PPE for your job.
- Understanding our Permits and policies.
- Communication.
- If you don't know, ASK!



### QUESTIONS OR COMMENTS?

