

MIP Safety Meeting



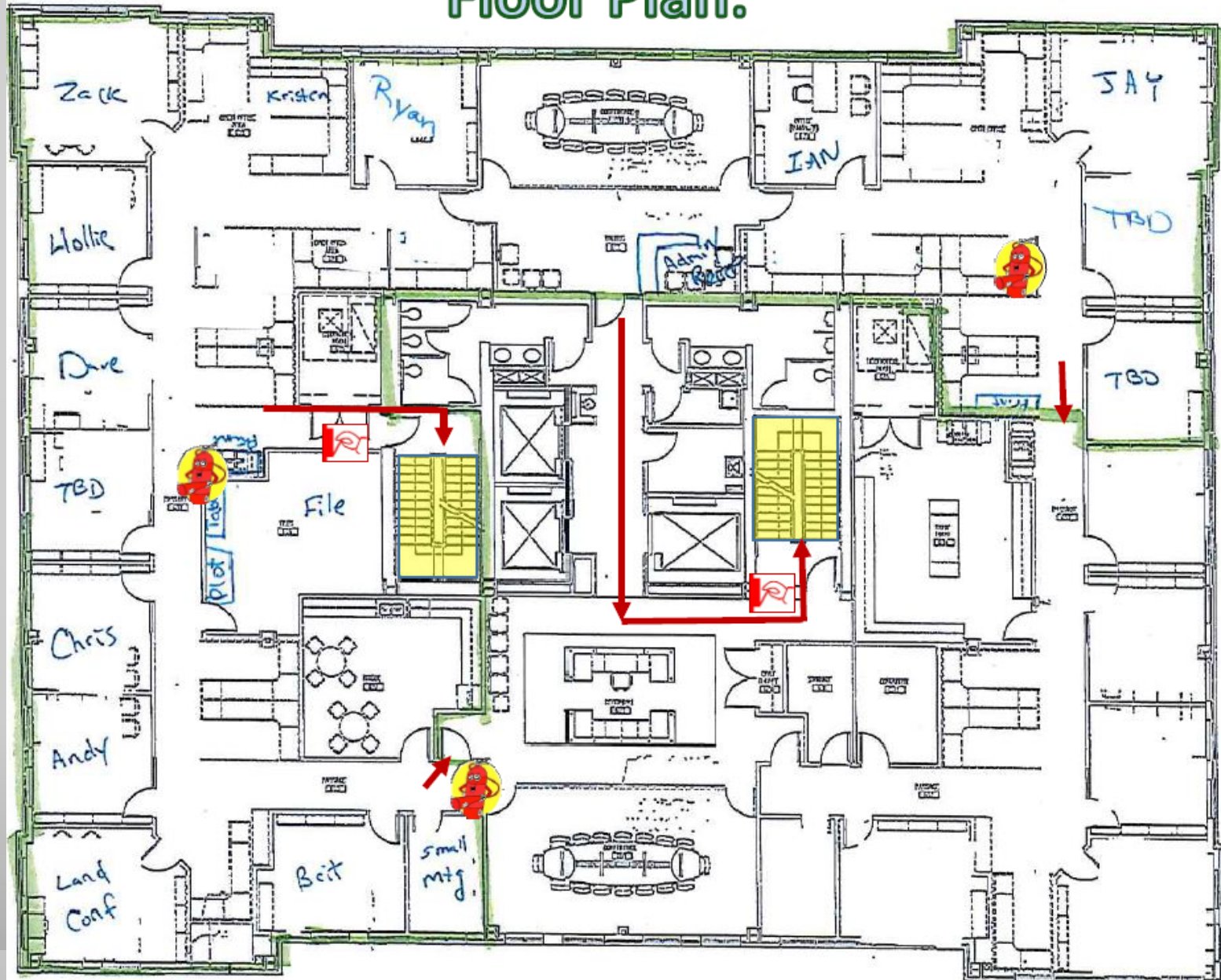


northeast
NATURAL ENERGY

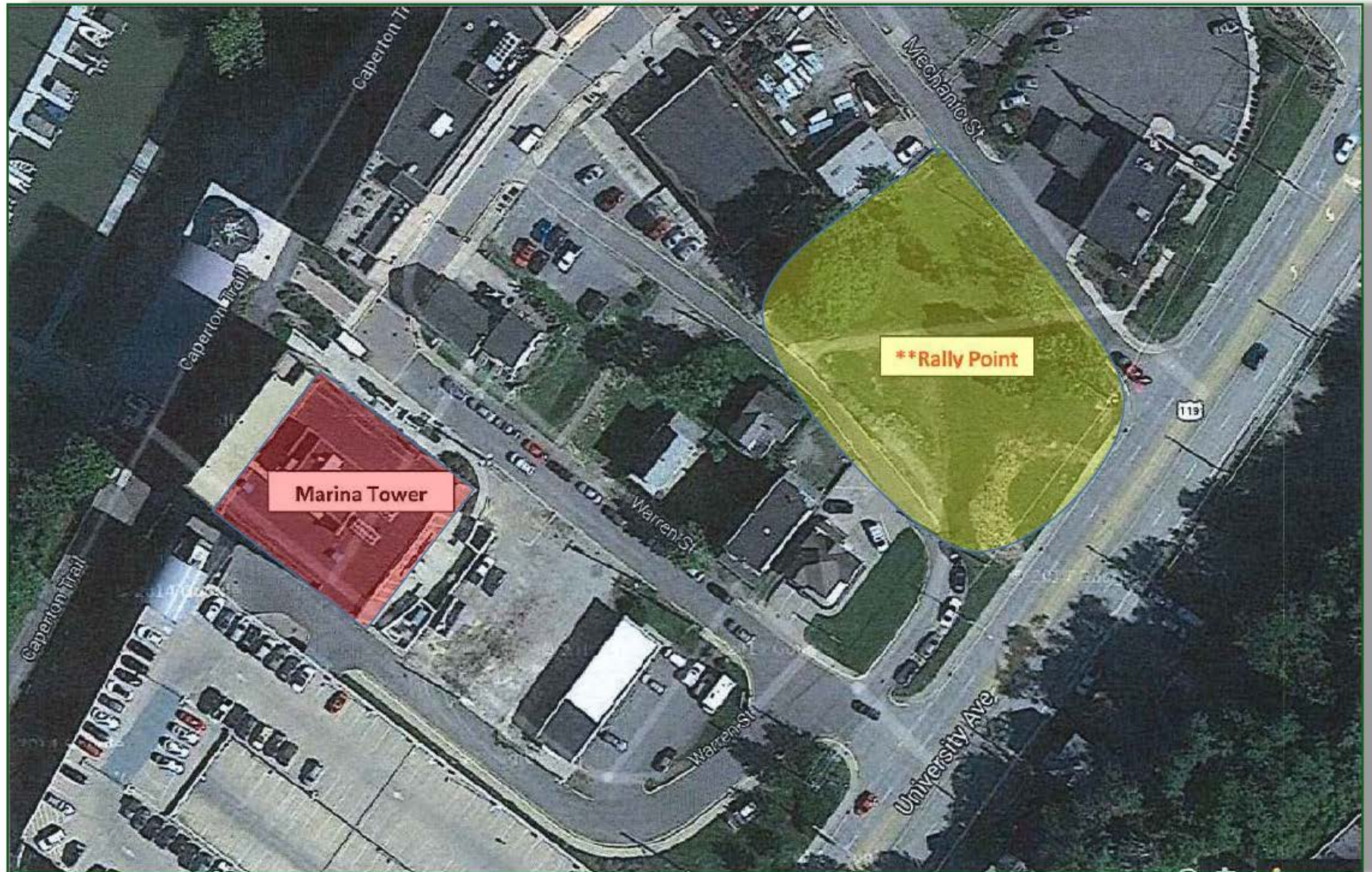
Emergency Procedures



Floor Plan:



Rally Point:





Charleston

- **Charleston Office:** Chase Tower has two stairwells for use in emergency situations. When evacuation is required:
 1. DO NOT RUN, but move in a brisk, quick manner.
 2. Go to the nearest designated or safe stairwell or exit. **DO NOT USE THE ELEVATORS.**
 3. Floor Monitor will check the office to be certain employees have evacuated.
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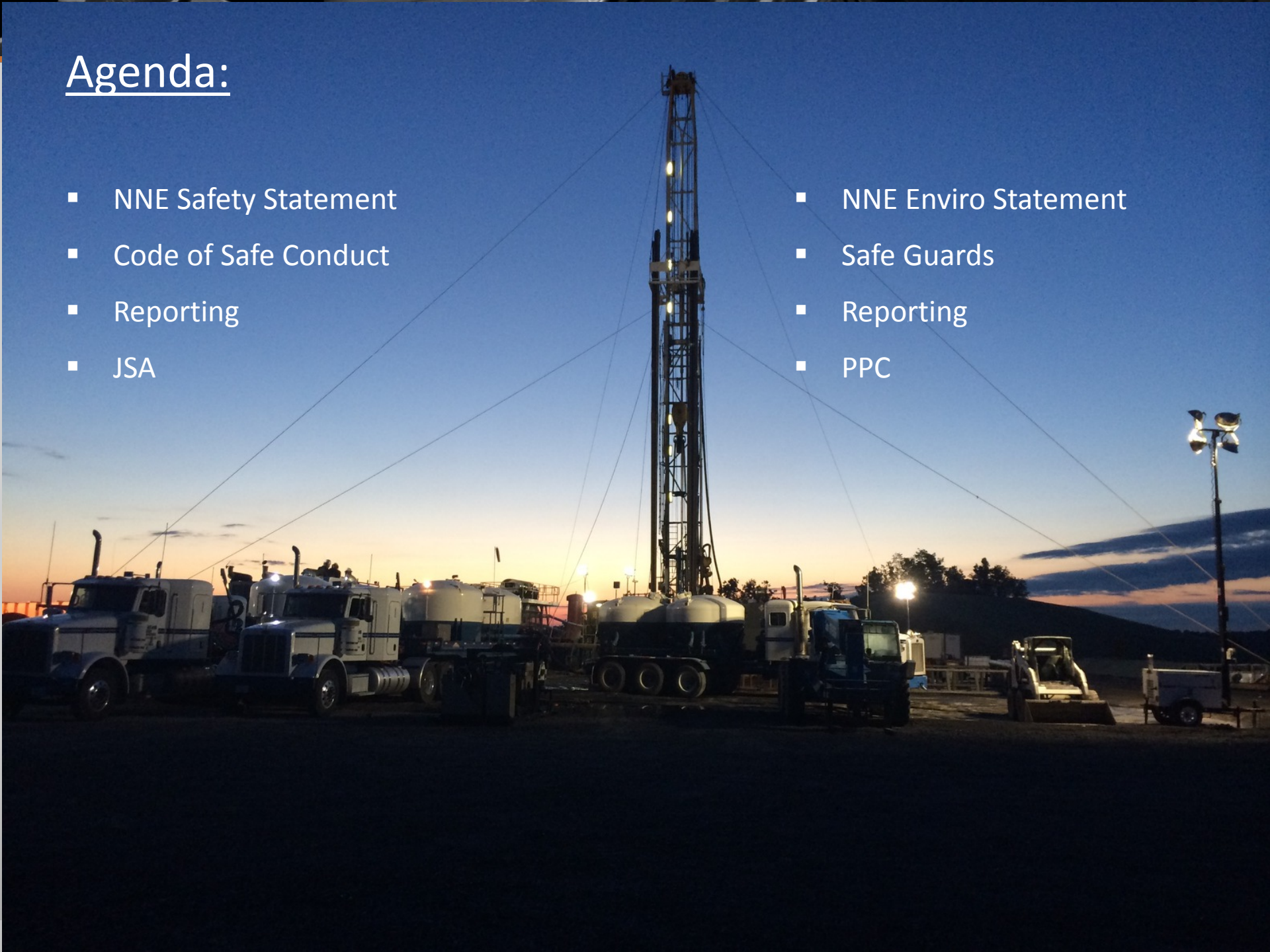
- 4. Remove high heels or other footwear that may inhibit walking safely down stairs. (Carry them with you for use once you leave the stairwell.)
- 5. Use the handrail on your right side.
- 6. Go to your predetermined Safe Refuge Area unless directed otherwise by the Fire Department or other appropriate emergency response personnel.
- 7. Allow room for others in an orderly flow as they enter the stairwell; however, do not hold up traffic unnecessarily.
- 8. Acquire assistance for those who are slower moving or handicapped.
- 9. Dispel any rumors or false information to reduce panic.
- 10. Any injuries occurring in the stairwell should be treated at the nearest floor landing, if required, and when practical.
- 11. Stay together and be aware of incoming emergency response vehicles.

- The Safe Refuge Area is located at the west end of Haddad Riverfront Park or other locations as directed by the Fire Department or other appropriate emergency response personnel directing the evacuation.

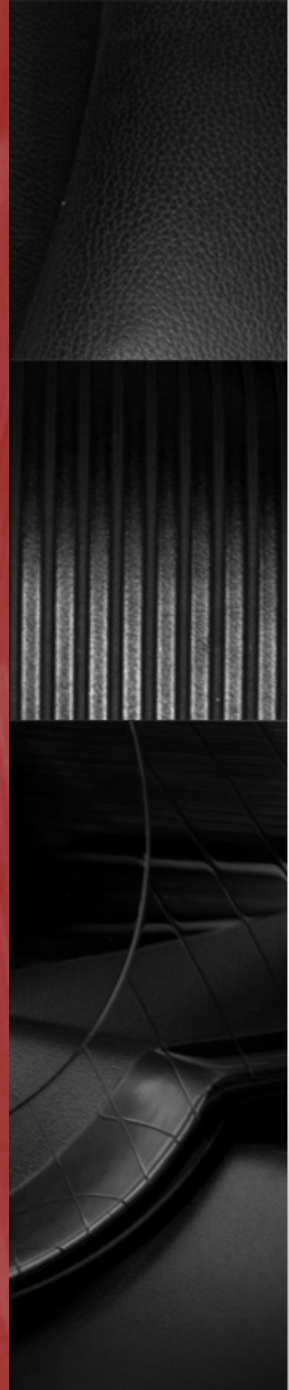
Agenda:

- NNE Safety Statement
- Code of Safe Conduct
- Reporting
- JSA

- NNE Enviro Statement
- Safe Guards
- Reporting
- PPC

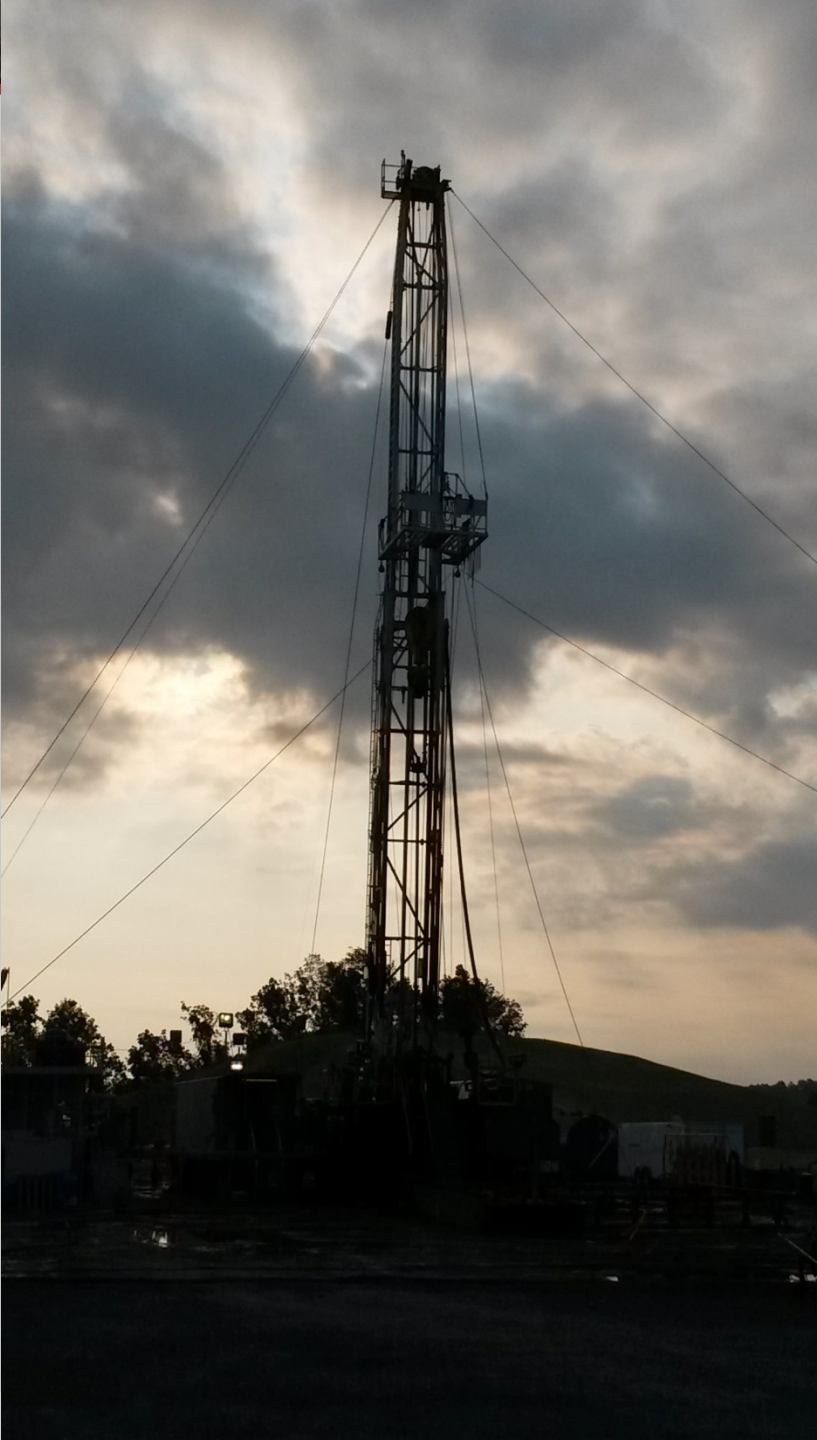



Old Data Update





- NNE is dedicated to developing a safe and healthy environment for all employees and contractors through the combination of engineering design, practicality, and a hands on approach.





Safety is everyone's responsibility. Each NNE employee and NNE contractor is expected to perform his or her job safely and responsibly, either as individuals or as members of a team. Anyone may stop an operation if it involves or may lead to an unsafe condition.

All unsafe acts and conditions must be reported to supervisors. These unsafe acts and/or conditions will then be investigated and resolved immediately. If for any reason an employee feels an unsafe situation or action is not being addressed satisfactorily, the employee is encouraged to call the General Manager, any NNE Officer.

Eliminating or controlling hazards, following applicable safety regulations and operating procedures, and requiring appropriate personal protective equipment (PPE) will be required to provide a safe work environment. All employees will be trained in safe work procedures, medically qualified (if necessary), and informed of any known hazards associated with his or her job.



NNE CODE OF SAFE PRACTICES :

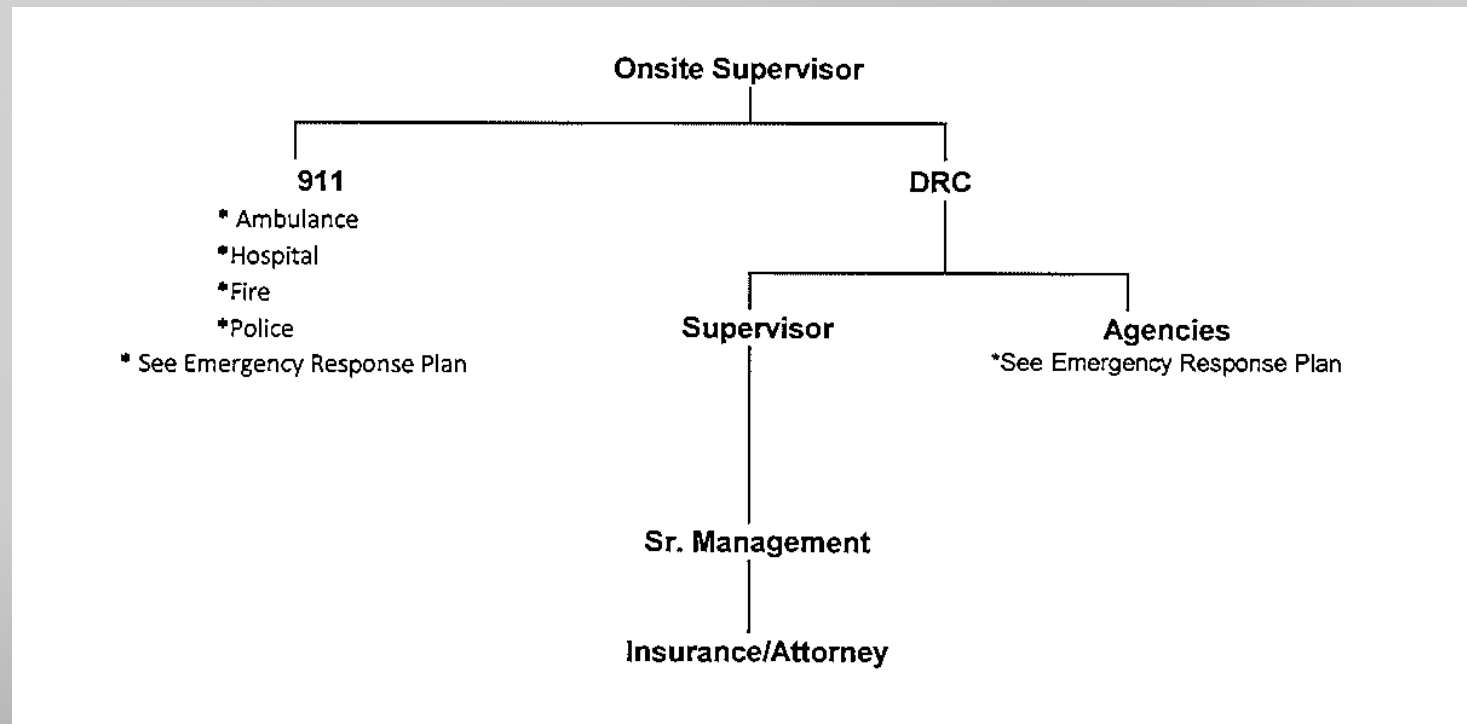
The NNE Code of Safe Practices is based on the general safety rules shown in the section below. It is expected that all employees and contractors will understand and abide by these rules.

- Accidents, injuries, "near misses" and any unsafe conditions, regardless of their nature, shall be promptly reported to supervisors.
- Approved PPE, including but not limited to (hard hats, steel toed boots, and safety glasses or prescription eyeglasses with side shields) shall be worn on the job by all personnel.
- Additional face shield protection shall be worn for activities where welding, grinding, radiant heat, chemical exposure or similar risks exist.
- Clothing shall be appropriate for duties being performed. In the field, long pants and a shirt are the minimum requirements; no tank tops or tennis shoes are permitted.
- Personal protective equipment must be worn and suitable for tasks being performed. Loose or frayed clothing, finger rings, dangling ties, etc. should not be worn around moving machinery or other sources of entanglement.
- Safety harnesses and life lines must be used where no other form of protection from falling is available, as required by federal or state regulations.
- No tool shall be used for any purpose other than that intended. All damaged or worn tools and parts shall be promptly repaired or replaced.
- Power tools shall be operated only by authorized personnel, with guards furnished by the manufacturer in place.

- All electrical hand tools shall be grounded or double insulated.
- Explosive/powder actuated tools shall be used only by persons who have been instructed and trained in their safe use.
- Smoking is permitted only in designated areas. "Strike Anywhere" matches are prohibited.
- Running is not permitted, except in the case of emergency.
- All compressed gas cylinders shall be transported and stored and secured in an upright position.
- When transporting or lifting compressed gas cylinders, regulators and hoses are to be removed and the protective cap installed.
- Drugs or alcohol shall not be permitted on the job. Any employee or contractor found to be in possession of, or under the influence of, drugs or alcohol will be removed from the job, and the employee will be subject to discipline up to and including termination from employment.
- All workers are obligated by law and by NNE to report any unsafe practice or condition on the job to your supervisor so that corrective action can be taken.
- Never place tools or materials near edges to openings or levels, as these items may fall onto someone below. Keep all tools and materials back as far as possible from edges and openings.
- Always seek assistance or use mechanical lifting devices when attempting to lift heavy material. Avoid awkward positions and always lift with the legs, not your back. Your back is very susceptible to injury in a bent position.
- No person shall jump from one level of a structure to another level and anyone discovered jumping will be reprimanded and subject to immediate termination from employment. Use proper means for access and egress.
- Do not engage in any prank, contest, feat of strength, unnecessary running, or any other act of horseplay.
- Do not remove guardrails, coverings or other protective measure.

Reporting

- Assess
- Assist
- Call
- Document



AGENCY NOTIFICATION CHECKLIST

Check when completed

_____ Identify yourself.

_____ Identify the location (name, 911 address)

_____ State the type of Emergency.

_____ Advise if there are any medical emergencies

_____ Advise if any hazardous chemicals have been released

_____ Advise if any additional hazards could potentially exist

_____ Describe the immediate danger and risks to surrounding people and property.

_____ Describe the immediate actions being conducted to avert further danger.

_____ Answer any questions.





PPE

- Hard Hat
- Safety Glasses
- Steel Toe Boots
- FR Clothing



Tier 1

- Escorted
- 20 minute briefing
- Site specific JSA
- Week prior notice



Tier 2

- 8 hr SafeLandUSA training
- 20 minute briefing
- Daily JSA
- 24 hr email notice



- NNE is committed to protecting the environment by maintaining a strong anti-pollution and spill prevention program in all areas where it operates



- SDS
- Housekeeping
- Any and all



Location

