

**WEN light Fiber Optic Services, LLC**



**SITE SPECIFIC  
HEALTH AND SAFETY  
PLAN**

**P O BOX 340 | ALABASTER, AL 35007**

## EMERGENCY CONTACTS –Shelby County

Agency	Phone/Address	Website
Shelby County 9-1-1		<a href="http://www.shelby911.org">www.shelby911.org</a>
Shelby County Sheriff's Office	205.669.4181 380 McDow Road Columbiana, AL 35051	<a href="http://www.shelbyso.com">www.shelbyso.com</a>
Shelby Baptist Medical Center	205.620.8100 1000 1 <sup>st</sup> St. N. Alabaster, AL 35007	<a href="http://www.brookwoodbaptisthealth.org">www.brookwoodbaptisthealth.org</a>
Poison Control Center	800.222.1222 2501 Phoenix Dr. Tuscaloosa, AL 35405	<a href="http://www.poison.org">www.poison.org</a>
<b>Hazardous Materials Emergency Response</b>		
Shelby County Emergency Management	205.669.6999	<a href="http://www.shelbyal.com">www.shelbyal.com</a>

## Other Emergency Contacts - Continued

Agency	Phone/Address	Website
<b>Auburn, Lee County 9-1-1</b>		<a href="http://www.leecountyal911.org/">www.leecountyal911.org/</a>
Lee County Sheriff's Office	334.749.5651 1900 Frederick Ave. Opelika, AL 36803	<a href="http://www.leecountysheriff.org">www.leecountysheriff.org</a>
Lee County Emergency Management	334.749.8161 908 Ave. B, Opelika, AL 36801	<a href="http://www.leecoema.com">www.leecoema.com</a>
<b>Birmingham – Hoover, Jefferson County 9-1-1</b>		<a href="http://www.jeffcoal911.org">www.jeffcoal911.org</a>
Jefferson County Sheriff's Office	205.325.5700 2200 Reverend Abraham Woods Jr. Blvd Birmingham, AL 35203	<a href="http://www.jeffcosheriff.net">www.jeffcosheriff.net</a>
Jefferson County Emergency Management	205.254.2039	<a href="http://www.jeffcoema.org">www.jeffcoema.org</a>
<b>Huntsville, Madison County 9-1-1</b>	5827 Oakwood Rd NW, Huntsville, AL 35806	<a href="http://www.huntsvillemadisoncounty911.com">www.huntsvillemadisoncounty911.com</a>
Madison County Sheriff's Office	256.532.3731 603 Fiber St. NW Huntsville, AL 35801	<a href="http://www.madisoncountysheriffal.org">www.madisoncountysheriffal.org</a>
Madison County Emergency Management Agency	256.427.5130 320 Fountain Cir SW Huntsville, AL 35801	<a href="http://www.madisoncountyema.com">www.madisoncountyema.com</a>

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Agency	Phone/Address	Website
<b>Mobile, Mobile County 9-1-1</b>		<a href="http://www.mccd911.org">www.mccd911.org</a>
Mobile County Sheriff's Office	251.574.2423 510 S Royal St. Mobile, AL 36603	<a href="http://www.leecountysheriff.org">www.leecountysheriff.org</a>
Mobile County Emergency Management	251.460.8000 348 S McGregor Ave Mobile, AL 36608	<a href="http://www.mcema.net">www.mcema.net</a>
<b>Montgomery, Montgomery County 9-1-1</b>		<a href="http://www.montgomeryal.gov">www.montgomeryal.gov</a>
Montgomery County Sheriff's Office	334.832.4980 115 S. Perry Street Montgomery, AL 36103	www2.mc-ala.org
Montgomery County Emergency Management	334.625.2339 911 Communications Parkway Montgomery, AL 36104	<a href="http://www.montgomeryal.gov">www.montgomeryal.gov</a>
<b>Tuscaloosa, Tuscaloosa County 9-1-1</b>		
Tuscaloosa County Sheriff's Office	205.752.0616 714 Greensboro Ave, Tuscaloosa, AL 35401	<a href="http://www.tcsol.org">www.tcsol.org</a>
Tuscaloosa County Emergency Management Agency	205.349.0150 2810 35 <sup>th</sup> St, Tuscaloosa, AL 35401	<a href="http://www.tuscaloosacountyema.org">www.tuscaloosacountyema.org</a>

**WORKMANSHIP:** Take pride in what you are doing. Don't allow trash to build up around you. The old saying, "A place for everything and everything in its place," may sound corny, but it is the right idea on the job site. The following are some specific housekeeping items relating to fiber optic operations:

- Employee will use double-sided tape to pick up broken or stray pieces of fiber.
- Employee will frequently clear off working surfaces where bare fiber may exist, use double-sided tape to pick up broken or stray pieces of fiber.
- The used double-sided tape with broken or stray pieces of fiber will be disposed of in properly labeled containers that can be tightly sealed.
- Employee will not allow broken or stray pieces of fiber to fall onto the floor where they will stick in carpets or cling to shoes and be carried elsewhere.
- Employee will avoid setting up fiber optic cable splicing and terminating work areas directly under or near heating or air conditioning outlets, as dust or dirt on connectors is a major cause of scratches on polished connectors that can cause high loss measurements.
- Employee must keep dust caps on connectors, bulkhead splices, and patch panels and use lint-free pads and isopropyl alcohol to clean the connection point of airborne dust particles.
- Thoroughly clean your work area when your task is completed.

**MATERIAL SAFETY:**

- Supervisor will provide employees with Material Safety Data Sheets (MSDS) for each fiber optic cable chemical cleaner and adhesive to be used.
- Employees will comply with MSDS safety, health, fire, handling, transporting, use and waste disposal recommendations.
- Use flammable cleaning solvent in small amounts, in a properly labeled container, and stored away from curing ovens, portable curing units, and other sources of heat.
- Work in well ventilated areas.
- Do not touch your eyes while working with chemicals.
- Dispose of used chemical containers, as outlined on MSDS.

**EYE SAFETY:**

- Supervisor and employees will not inspect live fiber optic cable ends (live fibers are those with signals being sent through the cable). Fibers will be dark (no signals being sent through them) when inspected. Note: The supervisor or employee will use a fiber optic power meter to make certain the fiber is dark.
- When the supervisor determines that there is a risk of employees inspecting live fiber optic cable, especially when the fiber light source is a laser, the eye protection worn by employees, safety glasses or goggles, will be specified for infrared filtering.

- Post warning signs stating “Fiber Optic Work Area – Safety Glasses With Side Shields Must Be Worn” prior to employees performing any splicing or termination activities
- Company employees and other site personnel entering into work areas, where fiber optic cable is being spliced or terminated, will wear appropriate safety glasses with side shields.
- Employees wearing non-safety prescription glasses will wear safety goggles while exposed to fiber optic cable splicing or termination activities.
- Employees, including contact wearers, must not handle their contact lenses or touch their eyes, until they have thoroughly washed their hands.
- Never look directly into the end of the fiber cables until you are positive that there is no light source at the other end. Use your power meter to be certain fiber is dark.
- When using an optical tracer or continuity checker, look at the fiber from an angle at least 6” away from your eyes to determine if the visible light is present.

**PERSONAL HYGIENE:**

- REMEMBER FIBER SCRAPS are the same as glass splinters and can cause internal hemorrhaging if ingested.
- Keep all food and beverages out of the work area. Do not smoke in areas where fiber optic cables are being spliced or terminated, or where bare fibers are being handled.
- Employees will not bring cosmetics, lip balm, medicine, eye drops, chewing gum, chewing tobacco, hand creams, or lotions in areas where fiber optic cables are being spliced or terminated, or where bare fibers are being handled.
- Prior to leaving the work area where fiber optic cables are being spliced or terminated or where bare fibers are being handled, employees will check their clothing to remove any stray pieces of bare fiber by patting themselves with clean pieces of double-sided tape, then properly dispose of this tape.
- Employees will immediately and thoroughly wash their hands after leaving the work area, where fiber optic cables are being spliced or terminated, or where bare fibers are being handled.
- Work areas for splicing and terminating fiber optic cables must be provided with adequate lighting and ventilation.
- Wear disposable apron if possible to minimize fiber particles from attaching to your clothing. Fiber particles on your clothing can later get into food, drink, and/or be ingested by other means, or carried home in/on your clothing and expose family members to the fiber splinters.

**TELECOMMUNICATION SAFETY PROCEDURES:**

Only qualified company employees will be assigned to complete fiber optic installations, repairs and service type work. Qualified company employees are as follows:

- A Journeyman Electrician or someone that has the actual years of experience in the trade, is knowledgeable or trade installations, repairs and alterations, but

does not carry a license. Has had safety training and is aware of the hazards involved with the tasks of the telecommunication industry.

It is the policy of the company to comply with the National Electrical and Safety Codes as well as the specifications of the manufacturers of cables, equipment and systems with the telecommunication industry.

OSHA's standards for the normal construction industry CFR 1926 do not all apply to the telecommunications industry requirements. You will need to review OSHA's standards:

Telecommunications standards sets forth safety and health standards that apply to the working conditions, practices, means, method, operations, installations and processes performed at telecommunication centers and field installations, which are located outdoors or in building spaces used for field installations.

- Center work includes the installation, operation, maintenance, removal, alterations of switching equipment.
- Field work includes installation, operation, maintenance, removal and alteration to telecommunication equipment and servicing of such equipment.

#### **AERIAL PERSONNEL LIFTS:**

All aerial personnel lifts shall be operated, maintained, and controlled in a safe manner. This applies to all work sites requiring the use of aerial personnel lifts.

Aerial personnel lift means any vehicle-mounted device, telescoping or articulating, or both, which is used to position personnel. These include extensible boom platforms, aerial ladders, articulating boom platforms, vertical towers, and a combination of any of the above. Also for the purpose of this program, powered work platforms and scissor lifts shall be considered as aerial personnel lifts.

Only trained personnel who have been designated by their Supervisor are authorized to operate aerial lifts.

Before operating any aerial personnel lift, read the instructions in the operator's manual located on the lift and follow any warnings and safety signs that may be on the lift. Never accept delivery of a lift if the operator's manual is not provided with the lift.

Do not remove, defeat, deface or render inoperable any of the safety devices or warnings on the lift.

Ensure the lift is on a firm and level surface. Do not drive on soft or uneven terrain, grades, side slopes, or ramps exceeding those for which the manufacturer rates the lift.

Inspect the lift thoroughly before each use. Test all functions, fluid levels, tire pressure, hoses for leaks, and breaks in the cable and elevating assembly.

Never operate a damaged lift. If defective in any way, tag it out and remove from service.

Inspect the work area for all obstacles, debris, drop-offs, holes, slopes and depressions.

Personnel should not be permitted to stand on the rails of aerial devices. Observe all fall protection rules applicable to aerial personnel lifts.

Load limits specified by the manufacturer shall not be exceeded. Large or excessive amounts of material, excluding tools, shall not be transported in aerial personnel lifts. Distribute the load evenly over the platform. **Do not overload.**

(Except for scissor-lifts) Aerial personnel lifts that can operate horizontally shall set brakes and if equipped with outriggers shall be positioned on pads or a solid surface, and wheels chocked before using on an incline. Outriggers shall be fully extended and stabilizers set down before raising platform.

An aerial lift truck shall not be moved when the boom is elevated in a working position with personnel in the basket except for equipment that is specifically designed for this of operation.

Articulating boom and extendible boom platforms, primarily designed as personnel carriers, shall have both platform (upper) and lower controls. Upper controls shall be in or beside the platform in easy reach of the operator. Lower controls shall provide for overriding the upper controls. Controls shall be plainly marked as to their function. Lower level controls shall not be operated unless permission has been granted from the employee in the lift, except in case of emergency.

Secure lifts when not in use, remove and lock control box in a safe place, so unauthorized persons cannot enter the work site and play on the lift when no one is present.

#### **MANHOLES AND VAULTS:**

Projects involving work in these areas would be considered confined spaces. In depth training should take place with assigned employees before work is started.

#### **BATTERY SAFETY:**

The project supervisor will be responsible for employee safety during battery installations, checking specific gravity or handling battery acid.

Special equipment and tools should be used to guard against spattering and accidental spills. Eye protection should include safety glasses, plus full face shield, apron, acid-resistant gloves.



Eyebath or water drenching facilities should be in work vicinity. The mixing of battery acids and distilled water will only take place in well ventilated areas. Always gradually pour acid into distilled water while slowly stirring to mix solution. Never pour water into battery acid solutions, never mix battery acid solutions into metal containers, nor stir with metal objects.

When taking specific gravity reading, always cover the end of the hydrometer with an acid resistant material to avoid splashing when moving from cell to cell.

## **PROTECTED WORK AREA**

Any time we have a work area in an occupied space such as an active office area, commercial buildings, sales area, medical facilities, shopping malls, production areas or other areas where there are people going about their routine business or activities we need to barricade our work area to protect the public and our workers from accident/incidents.

Our goals for this safety requirement would be:

- Provide a high level of safety for the public, workers in the area and our employees.
- Minimize the inconvenience and adverse impacts on the public and our customer as much as possible.
- Allow for timely completion of a quality project.

We should place traffic cones and flag off the area with caution tape, and place signage to caution personnel in the area to avoid our construction zone.

Consider scheduling our work, during off peak hours of our customers operation.

Pre-plan your project and have these barricade materials available prior to the scheduled work.

All service trucks shall be stocked with several traffic cones and a roll of caution tape, so their work areas can be barricaded if necessary.

## **ROADSIDE SAFETY:**

Federal Highway Administration regulations state that a commercial vehicle stopped in a lane or shoulder of the highway "shall immediately activate the vehicular hazard warning signal flashers. The flashers should remain on until the driver places warning devices around the vehicle. The warning devices can be reflective triangles or flares.

Regulations can vary from state to state. But regardless of the rules where you are working, you can take steps to make a work-zone accident at your site less likely.

Construction zone ahead are the most important step to ensure safety is alerting drivers that a work zone is ahead along the roadway.

Workers should always wear reflective vests or other noticeable clothing.

Post a lot of signs and warnings. You want to get the driver to slow down.

The Laborers' Health and Safety Fund of North America says a traffic plan at a work zone should:

- Get the driver's attention in sufficient time so that he or she can act on instructions. Warn the driver of approaching hazards.
- Slow the speed of traffic.
- Guide traffic around the work zone.
- Return traffic to normal flow after leaving the work zone.
- Place barriers between the highway traffic and workers.
- For large jobs with a lot of equipment coming in and out of the work site, use a flagger to direct traffic.

Orange is the best color for reflective clothing because drivers already associate it with construction zones

Cautions for workers:

- Do not remove your reflective warning vests.
- Do not operate equipment in the work area unless you are qualified.
- Do not leave a running vehicle unattended.
- Do not position yourself near a stationary object where you can be crushed by a moving vehicle or a piece of equipment.

## **TRAININGS**

Trainings will be conducted whenever job site supervision detects a lack of proficiency to task hazards, or whenever there is a new material, procedure or new equipment introduced to the work site.