

WORKING ALONE



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Section:	33	Revision Number:	01
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1. Introduction

- a. **H2 Enterprises, LLC.** has implemented this policy and procedures to inform workers of the written Working Alone Procedures in the workplace. This ensures the health and safety of workers at the work site.
- b. Safety Director is responsible for ensuring that the following policy for control, training, personal protective equipment and safe work practices is enforced.

2. Working Alone

- a. Working alone applies when a worker is working alone at a work site, and assistance is not readily available if:
 - i. There is an emergency, or
 - ii. The worker is injured or ill
- b. A **H2 Enterprises, LLC.** Supervisor will notify its workers when it is permitted to work alone.

3. Hazard Identification, Elimination and Control

- a. **H2 Enterprises, LLC.** ensures that before any worker is assigned to work alone or in isolation that a hazard assessment will be performed to identify any potential hazard to that worker.
- b. Project Safety Rep. will perform the hazard assessment. If any hazard(s) are determined through the hazard assessment, **H2 Enterprises, LLC.** will take measures to eliminate or, if not practicable, reduce said hazard(s).

4. Communication

- a. The safe work procedure for communication provided for a worker who works alone and persons capable of assisting the worker in an emergency or if the worker is injured or ill is:
 - i. Two-way radio
 - ii. Telephone, cell phone, or
 - iii. Other electronic type of communication
- b. When electronic communication is not practicable or readily available at the worksite an alternate form of communication will be implemented for workers who work alone.
- c. **H2 Enterprises, LLC.** will ensure:
 - i. **H2 Enterprises, LLC.** or another competent worker visits the worker,

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- ii. The worker contacts **H2 Enterprises, LLC**. or another competent worker,
- iii. The visits or contacts will be at intervals of time appropriate to the nature of the hazards associated with the work being performed by the worker.

5. Procedures for Checking the Well-being of a Worker

- a. It is the determination of **H2 Enterprises, LLC**. to implement procedures, in consultation with the joint committee or worker health and safety representative, for checking the well-being of any worker assigned to work alone or in isolation.
- b. The procedures include:
 - i. a system to check on the worker (well-being) at regular time intervals, including a final check at the end of the work shift,
 - ii. procedures to follow when the worker cannot be contacted, and
 - iii. provisions for emergency rescue.

6. Contact Person

- a. A designated worker will be assigned to establish contact with the worker at regular predetermined intervals and shall record the results each time he/she establishes contact.

7. Emergency Procedures

- a. It is the determination of **H2 Enterprises, LLC** to implement emergency procedures.
- b. The emergency procedures will take things into consideration such as the length of time missing, weather conditions, physical fitness, act.
- c. In the event of an emergency:
 - i. Report emergencies to local fire and police departments.
 - ii. Inform the emergency chain of command of an emergency.
 - iii. Warn employees about the emergency.
 - iv. Conduct an orderly, efficient workplace evacuation.
 - v. Assist employees with disabilities or injuries during an evacuation.
 - vi. Shut down critical equipment, operate fire extinguishers, and perform other essential services during an evacuation.

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- vii. Account for employees at a designated safe area after an evacuation.
 - viii. Perform rescue and first aid that may be necessary during an emergency.
8. If the lone worker cannot be contacted by **H2 Enterprises, LLC.** or the lone workers known associates, an employee search will be initialized. The employee search will include notifying the local fire and police departments.