


M.J. DIXON CONSTRUCTION LTD. SAFETY RULES

Document Name: MJD Safety Rules	Document Number: PS010
Prepared by: Samira Westlund	Date of Issue: August 2022
Approved by: Paul Chiang, Samira Westlund	Review/Revision Date: July 2023
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M.J. Dixon Construction Limited (MJD) employees, subcontractors and visitors shall abide by the rules while working on all MJD job sites and premises.

1. Required Personal Protective Equipment (PPE) must be worn and used as determined by MJD and Occupational Health and Safety Act (OHSA) requirements.
2. Report all unsafe acts and conditions, incidents such as near misses, property damage and accidents must be reported to your Supervisors and MJD representative immediately.
3. Carry out work and task at hand as per the Safe Work Practices and Procedures.
4. Proper housekeeping must always take place throughout the workplace to eliminate potential hazards and provide unobstructed access/egress in all workplaces.
5. Make sure you only use equipment and tools you are trained on and authorized in its use.
6. Make sure you inspect the tools and follow the manufacturer specifications. Never remove or tamper with the safety features.
7. Participating or encouraging horseplay, fighting, practical jokes or any other misconduct that might create, or constitute a hazard to others or you are prohibited at all MJD job sites and premises.
8. Make sure you 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.
9. Zero tolerance for impaired work, including to and from work, applies. Zero tolerance for all alcohol and drugs applies to all MJD job sites and premises.
10. Smoking is only allowed in designated smoking areas.
11. Violations to the following represent a serious level of neglect and MJD project superintendent or his competent replacement has the right to exercise a "ZERO TOLERANCE" policy and have violator(s) dismissed from the project. No further warnings are required or will be given:
  - **Fall protection violations**
  - **Trenching/Excavation violations**
  - **Lockout and tagging violations**
  - **Confined Space work violations**
  - **Traffic control management violations**
12. For the safety of you and others, always remember to apply S.T.O.P. (Stop, Think, Observe, Proceed) to ensure each task is executed in a safe manner.
13. Company Rules Procedure SJP33 needs to be reviewed and followed by all employees and relevant workplace parties.

Any employee (including subcontractors) who willfully act in violation MJD Safety Rules and/or the OHSA will be subject to disciplinary actions.



MJ Dixon Construction Ltd. – Vice President

July 2023

Date

Tracking Changes			
Reviewed by:	Review Date:	Changed Made:	Approved by:
Samira Westlund	July 2022	Added point 13.	Paul Chiang
Samira Westlund	July 2023	Annual Review. No changes made.	Paul Chiang