

## *“General Rules for Subcontractors / Suppliers”*

**Mare Island Dry Dock, LLC is fully committed to maintaining a safe and environmentally sound worksite on every project we perform. Below is a list of expectations of all those working on our jobsites and within the shipyard:**

- All subcontractors are required to adhere to the Occupational Safety and Health Act, the Environmental Health & Safety requirements of MIDD, and the Safety program as well as the requirements of the Owner of the project.
  - Provide a safe and healthful work environment for all employees.
  - Subcontractors shall provide all required Personal Protective Equipment (PPE) to their employees as deemed necessary.
  - All MIDD jobsites require hardhats, safety glasses/goggles, face shields, hearing protection, long pants, full leather shoe or boot with minimum ¼ in heel, 4” capped sleeve shirt (short sleeve) minimum when entering industrial area.
  - Comply with all OSHA and State standards that apply to the work performed.
  - Train employees in relevant hazards, hazard control methods including PPE, fire/emergency procedures and employee rights under OSHA.
  - Require their employees work safely, follow applicable safety rules, standards, regulations, and contract provisions, and take meaningful and effective action to hold employees accountable for noncompliance.
  - Assess worksites daily to identify existing workplace hazards and to ensure employees are following prescribed safety procedures. Where hazards are found, either promptly correct them or implement interim controls to protect employees until they are corrected.
  - Notify the MIDD Safety Office immediately upon determination that an injury has occurred during the performance of work at Mare Island Dry Dock, LLC.
  - Record and report all employee near misses as well as injuries.
  - When notified of serious/recurring safety problems, aggressive action by the contractor is required and can include removing employee(s) and/or equipment from jobsite, work stoppages, or suspension of subcontractor activities pending satisfactory resolution of such safety problems.
  - Subcontractors are required to keep their work areas clean and orderly, and to assist with daily housekeeping on the projects.
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- MIDD Superintendents will perform Daily Safety Inspections of the jobsite. All subcontractors are required to immediately address any deficiencies identified. Each Subcontractor is ultimately responsible for compliance by its employees and lower-tier subcontractors with all applicable safety and health rules and regulations.
  - MIDD Superintendents will conduct Weekly Toolbox Safety Meetings. All personnel on site are encouraged to attend.
  - MIDD Superintendents will mentor all workers in environmental, safety and health requirements.

### **Contractor/Subcontractor Employees shall:**

- Comply with safety rules, standards, regulations, postings, boundaries, and instructions of competent safety, health, and emergency response officials.
- Report unsafe conditions and safety hazards to their supervisor.
- Immediately report all on-the-job injuries to their supervisor.
- Locate and review the emergency evacuation map posted in main office and promptly evacuate to the designated muster point in the event of a fire/emergency alarm.

Potential hazards at MIDD will vary with the work being performed, and in general terms will typically consist of: noise exposure, eye/sight hazards, ergonomic hazards, slips/trips/falls, tool/equipment hazards, hazardous materials usage/spills, and reproductive hazards.

Each supervisor is expected to make a job-specific determination of the potential hazards of the work to be performed, and ensure controls are implemented as needed to protect employees.

### **Owner's Crew/Subcontractor/Other Visitors:**

Proposed work to be accomplished by personnel other than Shipyard employees is subject to the review and approval of Shipyard management. All work by subcontractors shall be approved by the shipyard in advance.

All work performed by crew members, employees, subcontractor, agents, or otherwise of either the vessel or the owner, whether or not agreed to in writing, are the responsibility of the vessel and owner and the Shipyard shall NOT be responsible to the vessel or owner in any manner for any damages resulting therefrom. The vessel, its owners, and all parties in interest shall indemnify and hold us harmless from all liability to any party arising from such work, including but not limited to non-compliance with any Federal, state, and local regulations or statutes.

Subcontractor will be required to sign the Subcontractor Access Agreement and comply with all Shipyard insurance, environmental permits, safety requirements and security protocols.

- **Safety:**
  - All persons shall comply with all safety requirements, policies, procedures and rules established from time to time by MIDD and comply with these "***General Safety Rules for Subcontractors / Suppliers***", as well as those of any and all agencies having jurisdiction over the work, and in the event it fails to do so, crew members, employees, Supplier, its Subcontractors and suppliers and employees thereof may be barred from MIDD's shipyard.
  - All persons must follow all applicable safety rules and regulations, including OSHA Regulations, 29 CFR 1910, 1915 applicable to the shipbuilding industry. Vessel is solely responsible for the safety of its employees and its Subcontractors/suppliers.

- Subcontractors shall inspect all work areas and use its best efforts to prevent accidents, injury or damage to all employees, persons and property.
- **Environmental Compliance:**
  - All Subcontractors must comply with the environmental compliance directives as follows: For all products and equipment brought into the shipyard, a description, quantities and intended use, laydown and or storage shall be reported to the Environmental department. This specifically includes fuels, paints and solvents. Diesel powered equipment shall be reported to the Environmental department prior to its appearance to the shipyard. All hot work performed within the shipyard requires a permit. **No over the water transfers or transfers of fluids within 50-feet of storms drains are permitted. At no time shall activities which may introduce contaminants into receiving water ways take place without precautions formalized and authorized by MIDD.** MSDS/SDS shall be made available upon request for all materials brought into the shipyard.

The following department personnel are granted the organizational freedom and authority to ensure that the quality compliance, environmental, safety and health programs and policies are maintained in accordance with the requirements of our programs and policies, and as required, each is further granted the authority to act on the behalf of the company, as the executive compliance management representative, to stop activities not in keeping with directives set forth by the organization.

Quality Assurance Manager: David Lake  
 ES&H Manager: Mark Emerson  
 Safety Compliance: Jack Reardon  
 Production Manager: Carl Moran

- **Subcontractor Access Agreement and Security:**
  - All Subcontractors working in the shipyard must sign the *Subcontractor's Access Agreement* and provide the required *Certificate of Insurance*.
  - A Visitor Access Request (VAR) shall be submitted 72-hrs prior to the planned visit. Your MIDD sponsor can provide you details.

Version	Date	Management Approval	Date
<b>Draft for Review &amp; Approval</b>	<b>03/24/14</b>		
<b>Revision 1</b>	<b>04/02/14</b>	<b>S. Castleman</b>	<b>04/02/14</b>
<b>Revision 2: Name Change and Authority Statement</b>	<b>05/18/15</b>	<b>C. Snyder</b>	<b>05/18/15</b>