

Sheet Metal Safety Rules

Always follow these company safety rules.

Our company, _____, is committed to the safety of our employees and customers. Our safety rules and policies are in place to prevent work-related deaths, injuries, damages, and wasteful financial losses.

We require you to follow the written safety rules below when performing work on behalf of our company. Our organization investigates all injuries, incidents, hazard reports, and property damage.

You are expected to follow these safety rules. Documented corrective action will result if the safety rules are not followed.

- Report injuries, incidents, unsafe conditions, and damage to management before your shift ends.
- Contact your supervisor whenever an injury or after-hours incident occurs or for any other business-related emergencies.
- Employees are prohibited from working while impaired by alcohol, medications, legal substances, or illicit drugs. Our company performs post-incident drug and alcohol screenings.
- Horseplay on the job is strictly prohibited.
- Drivers and passengers must wear seat belts when using vehicles for company business.
- Cell phone use while driving and on the job is prohibited.
- Safe and courteous driving is required. Follow speed limits. Do not tailgate and maintain a safe following distance.
- Perform a safety check of equipment and vehicles before departing for a job site. Report any maintenance concerns.
- Do not work near energized overhead power lines and contact the power company to ensure overhead power lines/entrances are safe before work.
- Stay a minimum of 10' away from power lines. Do not allow the wind to blow metal or materials into power lines.
- Class E hard hats and high-visibility reflective vests (day and night) are required.
- Hearing protection is required near loud tools and machines.
- Eye protection is required.
- Safety-toe footwear is required while at work. In icy weather, use slip-over ice cleats.
- A fall prevention plan must be completed when using ladders, boom lifts, scissor lifts, or personal fall arrest harnesses.
- To prevent falls, never stand on any leading ledge, near any opening, or rooftop edge without first putting fall prevention equipment in place.
- Use stepladders on a firm, level base and never use the top two rungs.
- Set up extension ladders on a safe base and secure the ladder to prevent kick-out or tip back/over.
- Always maintain three points of contact and do not overreach.
- Use scaffolds, step ladders, platform ladders, or lifts when assembling components or positioning materials.

Sheet Metal Safety Rules

_____ is committed to the safety of our employees and customers.

By signing, you are expected to follow the sheet metal safety rules. Documented corrective action will result if the safety rules are not followed.

Safety rule acknowledgment date: _____

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please return the signed safety rules to our Underwriting team at uwhelp@mem-ins.com.