



RBG HOME IMPROVEMENTS **OSHA SAFETY COMPLIANCE POLICY**

As part of RBG Home Improvements OSHA Safety Compliance program, we have established the following policy and procedures relating to progressive disciplinary actions for Subcontractor's failure to comply with OSHA/RBG Home Improvements Safety Performance requirements.

First Instance of Non-Compliance:

RBG Home Improvements will provide written and verbal warning to Subcontractor via an *OSHA Violation Notice* form (see attached) detailing the non-compliance as well as the correction required. Subcontractor has 24 hours to correct the item(s) listed. Subcontractor is required to sign violation notice to confirm understanding of non-compliance and correction time line required.

Second Instance of Non-Compliance:

If a second offense occurs, a fine in the amount of \$500 per day will be charged against Subcontractor's account. There will be a mandatory meeting between the Subcontractor, RBGHI Project Manager, Construction Manager and Purchasing Representative to review the OSHA non-compliance concern(s) and review possible termination of Subcontractor. A written *OSHA Violation Notice* will be sent to Subcontractor detailing total penalty charged as well as future course of action to be taken to correct repeat violation(s). Copy of Repeat Notice will be sent to Jim Renehan.

Third Instance of Non-Compliance:

Upon third offense by Subcontractor to comply with OSHA and RBGHI Safety Performance requirements, there will be a fine of \$1,000 and grounds for automatic termination of Subcontractor. Any and all reasonable costs associated with bringing community into compliance will be charged against Subcontractor's account.

Your cooperation and commitment to practice safety as a routine part of our daily work is essential to ensuring the well being of each employee / workmen from harm or financial loss caused by accidents.