



# Contractor Safety Requirements Handbook



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**Revision 11 – December 2017**

Definitions – Section 4.01	
<b>From</b>	<b>To</b>
Visitor - All non-Evergy employees.	Visitor - Any non-Evergy representative that is not providing services or material to Evergy properties.
Contractor Company and Representatives – Section 5.1	
<b>From</b>	<b>To</b>
If training topics require certificates of completion as directed by an OSHA regulation, a copy of said certificates must be accessible by the Evergy Construction Safety Representative or Appointed Evergy Representative <u>within 30 days of the training session.</u>	If training topics require certificates of completion as directed by an OSHA regulation, a copy of said certificates must be accessible by the Evergy Construction Safety Representative or Appointed Evergy Representative, <u>if requested.</u>
Contractors with 25 or more employees on a single shift (including all subcontractors) will establish a full-time position of a Contractor Safety Manager to perform worksite supervision, safety inspections and training services. In addition, for every additional 100-job site employees added, an additional <u>Safety Management Representative</u> shall be required. In the event the Contractor has less than 25 employees, the Contractor shall appoint an on-site person who, along with other concurrent duties, shall serve as the Contractor's Safety Representative. (See Section 3.4 Contractor Safety Manager and/or Representative).	Contractors with 25 or more employees on a single shift (including all subcontractors) will establish a full-time position of a Contractor Safety Manager to perform worksite supervision, safety inspections and training services. In addition, for every additional 100-job site employees added, an additional <u>Contractor Safety Manager</u> shall be required. In the event the Contractor has less than 25 employees, the Contractor shall appoint an on-site person who, along with other concurrent duties, shall serve as the Contractor's Safety Representative. (See Section 3.4 Contractor Safety Manager and/or Representative).
"Recommended Training"	"Required Training"
3.2 Contractor's Representative/Foreman – OSHA 10-Hour	3.2 Contractor's Representative – OSHA 10-Hour
3.3 Contractor General Foreman – OSHA 30-Hour	3.3 Contractor Foreman – OSHA 10-Hour
3.4 Contractor General Foreman – OSHA 30-Hour	3.4 Contractor General Foreman – OSHA 30-Hour
3.5 Contractor Safety Manager and/or Representative	3.5 Contractor Safety Manager and/or Representative Safety Representative – 30 Hour Construction Safety Manager - OSHA 500 Construction Outreach Trainer.
3.5 Contractor Safety Manager and/or Representative	3.5 Contractor Safety Manager and/or Representative Safety Representative – 30 Hour Construction Safety Manager - OSHA 500 Construction Outreach Trainer <u>or a degree in an occupational safety related field.</u>
Each Contractor shall conduct on-site weekly safety meetings. Documentation of topics discussed and attendees shall be maintained and a copy made available to the Evergy Construction Safety Representative and/or Appointed Evergy Representative upon request.	<u>If contractor's work scope spans longer than a week</u> , each Contractor shall conduct on-site weekly safety meetings. Documentation of topics discussed and attendees shall be maintained and a copy made available to the Evergy Construction Safety Representative and/or Appointed Evergy Representative upon request.

Revision 11 (Continued) – December 2017	
From	To
<b>Contractor Company and Representatives – Section 5.1</b>	
Each Contractor shall conduct safety meetings on a weekly basis. Documentation of topics discussed and attendees shall be maintained and a copy made available to the Evergy Construction Safety Representative and/or Appointed Evergy Representative upon request.	DELETED
Deleted Contractor's Representative section and moved the language under Section 5.1 which was retitled "Contractors and their Representatives."	
Take an active part in all supervisory safety meetings, including the discussion of observed unsafe work practices or conditions and a review of any incidents and corrective actions. Additionally, encourage, solicit and follow up on safety-related suggestions from Contractor employees.	DELETED – Deleted from Contractor's Representative section. This should be an assumed task as part of a "supervisory position."
5.4 #2 - Prior to the commencement of work, each Contractor shall submit to the Evergy Construction Safety Representative a resume of the experience and for the proposed Contractor Safety Manager and/or Contractor Safety Representative. At the minimum, the Safety Representative shall have completed the OSHA 30-hour training for the construction industry. The Safety Manager must have completed the OSHA 500 Construction Outreach Trainer or an equivalent degree in Safety. This information will be reviewed by a Evergy Construction Safety Representative. Only qualified personnel will be accepted as a Contractor Safety Manager and/or Contractor Safety Representative.	5.2 - Prior to the commencement of work, each Contractor shall submit to the Evergy Construction Safety Representative a resume of the experience and for the proposed Contractor Safety Manager and/or Contractor Safety Representative. At the minimum, the Safety Representative shall have completed the OSHA 30-hour training for the construction industry. The Safety Manager must have completed the OSHA 500 Construction Outreach Trainer or an equivalent degree in <u>occupational</u> safety. This information will be reviewed by a Evergy Construction Safety Representative. Only qualified personnel will be accepted as a Contractor Safety Manager and/or Contractor Safety Representative.
6.1 - Evergy will be responsible for providing an annual safety orientation training session for all workers before they are allowed to begin work. The orientation safety training will be conducted by the Appointed Evergy Representative and will include a summary of the Contractor Safety requirements/Heads-Up Safety Training and Ammonia Awareness, as well as known hazards.	6.1 - Evergy will be responsible for providing an annual safety orientation training session for all <u>Contractor Representatives</u> before they are allowed to begin work. The orientation safety training will be conducted by the Appointed Evergy Representative and will include a summary of the Contractor Safety requirements.
6.1 - Weekly toolbox talks must be conducted by each Contractor with its employees. A copy of the dated and completed toolbox talk form with attendees' names and the topic(s) discussed must be accessible by the Evergy Construction Safety Representative or Appointed Evergy Representative.	DELETED
6.2 Prior to beginning work on the Project site, Contractors are required to contact the Appointed Evergy Representative <u>in order to</u> schedule a pre-work meeting/Job Briefing.	6.2 Prior to beginning work on the Project site, Contractors are required to contact the Appointed Evergy Representative <u>for a</u> pre-work meeting/Job Briefing.
8.2.1 - Vendors, visitors and Contractor's plant access should be limited to the Administration building or in a secure designated area of the plant.	8.2.1 - Vendors and visitors plant access should be limited to the Administration building or in a secure designated area of the plant.

<b>Revision 11 (Continued) – December 2017</b>	
<b>From</b>	<b>To</b>
<b>Personal Protective Equipment - Section 8.1</b>	<b>Addition</b>
Visitors will be required to wear substantial footwear. No open-toed shoes, sandals or cloth footwear will be permitted. For the purpose of protection from hazards that would require approved safety footwear, visitors will be escorted through plants by Evergy employees.	
<b>Electrical – Section 9.7</b>	<b>Addition</b>
Evergy panels are arc-flash labeled, according to the 2015 version of the NFPA 70E, Article 130.5(D) and 130.7(E)(1) standards. Any contractors performing electrical work requiring examination, adjustment, service or maintenance while equipment is energized, and thus creating a potential for an arc flash incident to occur, must be qualified and comply with the labeling conditions that identify the critical personal protective equipment requirements. If Contractor is utilizing their own Electrical Work Permit, they must obtain review and approval from Plant Management. Contractor's energized work permit must meet or exceed Evergy's. If Contractor does not have an energized work permit, Evergy's work permit will be utilized. If Contractor encounters panels that are not labeled or they have questions, Contractor shall consult with their Appointed Evergy Representative immediately before work can be commenced.	
9.7 - All 120-volt, 15-20 amp temporary electrical receptacles, or permanent power receptacles where the attachments of a power tool is not directly plugged into the outlet, shall have ground fault circuit interrupters (GFCI) installed for personal protection.  Extension cords shall not be fastened with staples, hung from nails, or suspended by wire.	DELETED – This is standard OSHA housekeeping.
<b>Fall Protection/Prevention and Rescue – Section 9.10</b>	<b>Revised</b>
Fall protection is required for anyone working at heights of six (6) feet or more above the surface. When utilizing aerial work platforms, OSHA regulations should be followed. All exposed employees will be protected from fall hazards via the usage of personal fall arrest systems, guardrail systems and/or safety nets. Usage of “warning line,” “monitor” and/or “controlled access zone” systems as a sole means of fall protection is prohibited.	Fall protection is required for anyone working at heights of <u>four (4) feet or more above the surface</u> . When utilizing aerial work platforms, OSHA regulations should be followed. All exposed employees will be protected from fall hazards via the usage of personal fall arrest systems, guardrail systems and/or safety nets. Usage of “warning line,” “monitor” and/or “controlled access zone” systems as a sole means of fall protection is prohibited.
<b>Fire Protection Prevention – Section 9.11</b>	<b>Revised</b>
Contractor alone shall be responsible for providing adequate fire protection in its work areas. <u>Evergy will only provide fire extinguishers for fighting incipient stage fires.</u>	Contractor alone shall be responsible for providing adequate fire protection in its work areas for fighting incipient stage fires.
Contractor shall operate all temporary heating facilities in a safe manner at all times. Salamanders, <u>open fires</u> , or other methods of heating that constitute a hazard to personnel or property shall not be used.	Contractor shall operate all temporary heating facilities in a safe manner at all times. Salamanders, <u>open flame</u> , or other methods of heating that constitute a hazard to personnel or property shall not be used.

Revision 11 (Continued) – December 2017	
From	To
Hazard Communication – Section 9.12	Revised
<p>Evergy will provide Contractors with a copy of Evergy's approved chemical list, upon request. If Contractors need to bring chemicals onto Evergy property that are not on the approved list, they must request the chemical(s) be reviewed by the Evergy Chemical Standards Committee by submitting the product SDS to the committee. Chemicals are approved for general use, approved for conditional use, or rejected and not allowed on Evergy property. Contractors must have an SDS for each of the approved chemicals they bring onto Evergy property.</p>	<p>Evergy will provide Contractors with a copy of Evergy's Chemical Collection list for each affected site, upon request. If Contractors need to bring chemical products (e.g., single chemicals and chemical mixtures) onto Evergy property that have not been evaluated and approved by Evergy, they must request that these chemical products be evaluated by the Evergy Chemical Standards Committee through Evergy's designated Chemical Evaluation Process. This process requires that Contractors submit copies of Safety Data Sheets (SDS) for all chemical products which meet the criteria of Evergy Guideline for Approval of Contractor Chemical Products to their Appointed Evergy Representative prior to the start of the project. In an effort to eliminate evaluation and approval delays, the SDS submittal should occur at the time of bid or initial SOW discussions. Once the Appointed Evergy Representative receives copies of all SDS's, they will initiate the evaluation process. The Appointed Evergy Representative will notify the Contractor of the results of the evaluation. Chemical products are approved for general use, conditional use, or rejected and not allowed on Evergy property.</p>
Hold Procedure – Section 9.14	
The Hold and Lock Out procedures have been combined into one section (9.14).	
Scaffolds – Section 9.18	
<p>Guardrail systems consisting of a top-rail, mid-rail and toe-board shall be installed on all open sides and ends of supported scaffolding that is at or above a height of six (6) feet. Contractor shall install netting from toe-board up to the top of anticipated material storage height.</p>	<p>Guardrail systems consisting of a top-rail, mid-rail and toe-board shall be installed on all open sides and ends of supported scaffolding that is at or above a height of <u>four (4) feet</u>. Contractor shall install netting from toe-board up to the top of anticipated material storage height.</p>
Miscellaneous – Section 9.22	Revision
<p>Certain equipment is operated remotely. Contractor shall use caution when working on or around conveyors, motors or other equipment. <u>The Hold Procedure shall be utilized to de-energize all equipment prior to being serviced.</u></p>	<p>Certain equipment is operated remotely. Contractor shall use caution when working on or around conveyors, motors or other equipment.</p>
Accident Reporting and Investigation – Section 11.0	Revision
<p>In the event of a work-related incident resulting in a Contractor employee injury or near miss, Contractors shall notify their Appointed Evergy Representative immediately.</p>	<p>In the event of a work-related incident resulting in a Contractor employee injury or near miss, Contractors shall <u>notify the Control Room immediately</u>. The Control Room numbers are located in Section 3.0 – Emergency Contacts. The Contractor shall also notify their Appointed Evergy Representative.</p>
<p>Contractors shall provide the Evergy Construction Safety Representative or Appointed Evergy Representative with an initial report of incident, in writing, within 24 hours of the accident. Hard copy or electronic formats are acceptable. A copy of the PTP, JSA or JHA form associated with the incident shall accompany the injury report.</p>	<p>Contractors shall provide the Evergy Construction Safety Representative or Appointed Evergy Representative with the <u>Evergy Initial Report of Incident</u>, in writing, within 24 hours of the accident. Hard copy or electronic formats are acceptable. <u>If requested</u> a copy of the PTP, JSA or JHA form associated with the incident shall accompany the injury report.</p>

<b>Revision 11 (Continued) – December 2017</b>			
<b>From</b>		<b>To</b>	
<b>Non-Compliance – Section 13.0</b>		<b>Revision</b>	
Evergy reserves the right to remove and/or request a replacement for any <u>Contractor Safety Manager and/or Safety Representative or other Contractor employee</u> due to his or her noncompliance with the items listed above. This shall be done at the direction of the Appointed Evergy Representative responsible for the Contractor’s work project, and at no additional cost to Evergy.		Evergy reserves the right to remove and/or request a replacement for any <u>Contractor Representative</u> due to his or her noncompliance with the items listed above. This shall be done at the direction of the Appointed Evergy Representative responsible for the Contractor’s work project, and at no additional cost to Evergy.	
<b>Disciplinary Action – Section 14.0</b>		<b>Revision</b>	
Any Contractor employee found with a weapon and/or firearm in their possession <u>while on Evergy properties, a Project site or in a vehicle.</u>		Any Contractor employee found with a weapon and/or firearm in their possession <u>while inside a Evergy facility.</u>	
<b>Revision 10 – December 2016</b>			
<b>Section</b>		<b>Title</b>	<b>Addition/Deletion/Move/Revised</b>
<b>Rev</b>	<b>Rev</b>		
		N/A	Move
Contractor Safety Requirements (CSR) Handbook sections were reorganized.			
<b>Section</b>		<b>Title</b>	<b>Addition/Deletion/Move/Revised</b>
<b>Rev</b>	<b>Rev</b>		
9.7	9.7		Addition
Low impedance meters, including Wiggy/Wiggins meters are not allowed to be used in any Evergy Generating facilities by contractors or others. Contractors should not have these meters on property for any reason.			
<b>Revision 09 – December 2015</b>			
<b>Section</b>		<b>Title</b>	<b>Addition/Deletion/Move/Revised</b>
<b>Rev</b>	<b>Rev</b>		
		N/A	Revised
All references, “Contact Evergy immediately or Evergy shall be notified immediately” has been changed to “Contact your Appointed Evergy Representative immediately.”			
<b>Revision 8 – November 2014</b>			
<b>Section</b>		<b>Title</b>	<b>Addition/Deletion/Move/Revised</b>
<b>Rev 7</b>	<b>Rev 8</b>		
		CEO Letter	Revised
1.0	1.0	Introduction	Revised
Rev 7: These rules apply to all persons on-site including all Contractors, Evergy personnel and all visitors or vendors.			
Rev 8: These rules are applicable to all Evergy Generation (power plant), Combustion Turbine and Wind Farm facilities and apply to all person on these designated sites including Contractors, visitors or vendors.			
N/A	1.1	Introduction	Addition
Rev 8: Table-list of Evergy Generation Facilities.			
2.0	2.0	Definitions and Acronyms	Revised
Rev 7: MSDS			
Rev 8: SDS			



<b>Revision 8 (Continued) – November 2014</b>			
Section		Title	Addition/Deletion/Move/Revised
Rev 7	Rev 8		
3.0	3.0	Program Components	Revised
<p>Rev 7: A Everygy Construction Safety Representative or Appointed Everygy Representative is authorized to stop any construction activity or task which, in its sole judgment, constitutes an immediate or evolving situation of imminent danger.</p> <p>In the event of a conflict and/or ambiguity between various statutes on safety provisions, the interpretation by the Everygy Construction Safety Representative as to which provision applies or what is implied in a given provision will be final.</p>			
<p>Rev 8: Any Everygy or Contractor Representative is authorized to stop any construction activity or task which, in its sole judgment, constitutes an immediate or evolving situation of imminent danger.</p> <p>In the event of a conflict and/or ambiguity between various statutes on safety provisions, the interpretation by the Everygy Construction Safety Representative as to which provision applies or what is implied in a given provision will be final.</p>			
3.4	3.1	Contractors	Revised
<p>Rev 7: Contractor will provide competent, qualified and experienced general foremen and foremen to perform the Work under these Terms and Conditions. Contractor shall ensure supervision at the general foreman level and above and shall have successfully completed the OSHA 30-hour training for the 1926 Standard prior to assignment on any Everygy Site or Project. Additionally, Contractor will ensure the level of foreman shall have successfully completed the OSHA 10-hour training for the 1926 Standard prior to assignment on any Everygy Site or Project.</p>			
<p>Rev 8: Moved from Section 3.4 to Section 3.1, # 1 and revised as follows: Contractor will provide competent and qualified Contractor Representatives, Foremen, General Foremen, and Safety Managers to perform the Work under these Terms and Conditions. For all construction activities, Contractor shall ensure supervision at the Foreman, General Foreman and Safety Manager levels have successfully completed the recommended minimum training as identified below for the 1926 Standard prior to assignment on any Everygy Site or Project.</p>			
N/A	3.1	Contractors	Addition
<p># 2 - Everygy reserves the right to request proof of training (as identified below) or competency related to contractor work activities: Note: Training requirements table was added; however, required minimum training has not changed since Revision 7.</p>			
Section		Title	Addition/Deletion/Move/Revised
Rev 7	Rev 8		
3.1	3.1	Contractors	Addition
<p>Rev 7: Each Contractor shall be required to comply with the latest revision of the Everygy alcohol and substance abuse policy as indicated in their contract and/or subsequent to any revisions of said contract.</p>			
<p>Rev 8: Each Contractor shall be required to comply with the latest revision of the Everygy alcohol and substance abuse policy as indicated in their contract and/or subsequent to any revisions of said contract. The Everygy Drug &amp; Alcohol program is available at the following link: <a href="https://www.evergy.com/partner-with-us/contractors">https://www.evergy.com/partner-with-us/contractors</a></p>			
3.1	3.4	Contractors	Move and Revision
<p>Rev 7: Prior to the commencement of work, each Contractor shall submit to the Everygy Construction Safety Representative a resume of the experience and qualifications for the proposed Contractor Safety Manager and/or Contractor Safety Representative. This information will be reviewed by a Everygy Construction Safety Representative. Only Qualified personnel will be accepted as a Contractor Safety Manager and/or Contractor Safety Representative</p>			
<p>Rev 8: Moved from 3.1, # 6 to 3.4, # 2 and revised as follows:  Prior to the commencement of work, each Contractor shall submit to the Everygy Construction Safety Representative a resume of the experience and for the proposed Contractor Safety Manager and/or Contractor Safety Representative. At the minimum, the Safety Representative shall have completed the OSHA 30-hour training for the construction industry. The Safety Manager must have completed the OSHA 500 Construction Outreach Trainer or an equivalent degree in Safety. This information will be reviewed by a Everygy Construction Safety Representative. Only Qualified personnel will be accepted as a Contractor Safety Manager and/or Contractor Safety Representative.</p>			

## Revision 8 (Continued) – November 2014

Section		Title	Addition/Deletion/Move/Revised
Rev 7	Rev 8		
3.1	3.1	Contractors	Revised
<p>Rev 7: Ensure that all contractors wear FR or all-natural fiber clothing as of January 1, 2012. There may be instances where plant management determines exceptions on a case by case basis. If a contractor feels they may be exempt based off of their scope of work and location within the plant, please contact station management.</p> <p>Rev 8: Ensure that all contractors adhere to the minimum personal protective requirements as outlined in Section 9.2.</p> <p>Note: The FR or all-natural fiber clothing policy is still effective. This is identified in Section 9.2</p>			
3.4	3.1	Contractor Foreman and General Foreman	Move and Revision
<p>Rev 7: Contractor will provide competent, qualified and experienced general foremen and foremen to perform the Work under these Terms and Conditions. Contractor shall ensure supervision at the general foreman level and above and shall have successfully completed the OSHA 30-hour training for the 1926 Standard prior to assignment on any Evergy Site or Project. Additionally, Contractor will ensure the level of foreman shall have successfully completed the OSHA 10-hour training for the 1926 Standard prior to assignment on any Evergy Site or Project.</p> <p>Rev 8: Moved to Section 3.1 Contractors and revised as follows: Contractor will provide competent and qualified Contractor Representatives, Foremen, General Foremen, and Safety Managers to perform the Work under these Terms and Conditions. For all construction activities, Contractor shall ensure supervision at the Foreman, General Foreman and Safety Manager levels have successfully completed the recommended minimum training as identified below for the 1926 Standard prior to assignment on any Evergy Site or Project.</p>			
3.1	See below	Contractor Safety Manager and/or Representative	Move
<p>Rev 7: 3.1, # 5 Rev 8: Moved from 3.1, #5 to 3.1 # 7 and added to 3.4, # 1</p> <p>Contractors with 25 or more employees on a single shift (including all subcontractors) will establish a full-time position of a Contractor Safety Manager to perform safety inspections and training services. In addition, for every additional 100-job site employees added, an additional Safety Management Representative shall be required. In the event that the Contractor has less than 25 employees, the Contractor shall appoint an on-site person who along with other concurrent duties shall serve as the Contractor's Safety Representative.</p>			
3.3	3.1	Contractor Safety Manager and/or Representative	Move
<p>Rev 7 – 3.3, # 10</p> <p>The Contractor Safety Representative shall show proof of a completed OSHA 30-hour training class for the construction industry. Merged with Section 3.1, # 2</p>			
3.3	3.1	Contractor Safety Manager and/or Representative	Move
<p>Rev 7 – 3.3, # 14 The Contractor Safety Manager shall show proof of a completed OSHA 500 Construction Outreach Trainer for Contractor Safety Manager upon request. Merged with Section 3.1, # 2</p>			
9.2	9.2	Personal Protective Equipment	See below
<p>Items renumbered.</p> <p>Rev 7: Contractor's vendors and visitors will be required to meet these same standards. Rev 8: All contractors, vendors and visitors will be required to meet these same standards.</p>			

<b>Revision 8 (Continued) – November 2014</b>			
Section		Title	Addition/Deletion/Move/Revised
Rev 7	Rev 8		
N/A	N/A	Driver, Vendor & Visitor Handout	Addition
Added Security Handout.			
9.5	9.5	Excavation/Trenching	Revision
Changed SP-023A to SR-023.			
9.22	9.22	Employee Conduct	Revision
<p>Rev 7: Everygy conforms to all state and local laws for smoking, (Such as, in Missouri: Indoor Clean Air Act, RSMo 191.765 and Kansas City Article XII, Sec. 34-471). Smoking is prohibited in certain places:</p> <ul style="list-style-type: none"> <li>a. Any commercial establishment, such as office buildings and offices. This includes any contractor’s temporary structures.</li> <li>b. Elevators</li> <li>c. Restrooms</li> <li>d. Any other enclosed area used by the public or serving as a place of work, including open office landscaping</li> <li>e. Rooms in which meetings or hearings open to the public are held, except where such rooms are in a private residence.</li> <li>f. Smoking is strictly prohibited near fuel areas. <ul style="list-style-type: none"> <li>i) In Kansas facilities, smoking is not permitted within 10 feet of outside entrances, operable windows and ventilation systems.</li> <li>ii) This policy applies to all employees, clients, contractors and visitors to Everygy facilities.</li> </ul> </li> </ul>			
<p>Rev 8:</p> <p>Everygy conforms to all state and local laws for smoking, (Such as, in Missouri: Indoor Clean Air Act, RSMo 191.765 and Kansas City Article XII, Sec. 34-471). Smoking is prohibited in certain places:</p> <ul style="list-style-type: none"> <li>a) Smoking (“vaping”) e-cigarettes is prohibited just like regular cigarettes, cigars or other apparatuses. Meaning, the same rules apply to e-cigarettes as regular cigarettes</li> <li>b) Smoking is prohibited in any office building, elevators, restroom, temporary contractor structures or any other enclosed area,</li> <li>c) Smoking is strictly prohibited near fuel areas,</li> <li>d) In Kansas facilities, smoking is not permitted within 10 feet of outside entrances, operable windows and ventilation systems.</li> <li>e) This policy applies to all employees, clients, contractors and visitors to Everygy facilities.</li> </ul>			

## 1.0 Introduction

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Evergy has developed these Safety Requirements to act as a framework designed to coordinate the safety and health efforts of all Evergy employees, Contractors, and Subcontractors (hereafter referred to as "Contractor") while performing work for Evergy. As a condition of doing business with Evergy, your company is required to understand and comply with the intent and provisions of its Contractor Safety Requirements.

These rules are applicable to all Evergy Generation (power plant), Combustion Turbine and Wind Farm facilities and apply to all persons on these designed sites including Contractors, visitors or vendors. The most restrictive rule, regulation or policy shall apply in the event of a conflict among Evergy, project, Contractor, local, state and/or federal regulations. To achieve these purposes, the Contractor shall perform the following:

Protect the health and safety of employees, the public and other persons; prevent damage to property, materials, supplies, and equipment; and avoid interrupting the normal operation of the plant or construction site. To accomplish this, all employees and Contractors have the authority to stop work and/or correct unsafe acts or conditions when necessary.

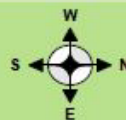
These rules in no way relieve any Contractor or its employees from the applicable Occupational Safety and Health Standards (OSHA) and regulations or rulings made by government authorities or agents. Additionally, these rules do not release Contractors from the responsibilities and conditions contained in the contract documents. Contractors are responsible for compliance with all federal, state, and local authority safety regulations, which are applicable to the project. State and federal labor law posters shall be posted in the Contractor's modular office buildings or show up locations for the project employees to read.

Evergy reserves the right to request any documentation to ensure compliance with the provisions of these Contractor Safety Requirements, Occupational Safety and Health Standards (OSHA) and/or federal, state, and local authority safety regulations. This includes, but is not limited to, contractor health and safety programs, documentation relevant to any accident, near miss or first aid case and proof of training. This information shall be made available for review by the Evergy Construction Safety Representative or Appointed Evergy Representative.

## 2.0 Energy Generation and Renewable Locations and Maps

 <p>Hawthorn Generating Station 8700 E. Front Street Kansas City, MO 64120</p>	 <p>Iatan Generating Station 20250 State Route 45 N Weston, MO 64098</p>
 <p>La Cygne Generating Station 25166 E. 2200 Road La Cygne, KS 66040</p>	 <p>Lake Road Generating Station 1413 Lower Lake Road St. Joseph, MO 64504</p>
 <p>Montrose Generating Station 400 SW P Hwy Montrose, MO 64770</p>	 <p>Sibley Generating Station 33200 E. Johnson Rd. Sibley, MO 64088</p>
 <p>Spearville Wind Energy Facility 10311 126 Rd Spearville, KS 67876</p>	
	Greenwood Energy Center; 14015 S Smart Rd; Greenwood, MO 64034
	Hawthorn 7 & 8; 8700 E. Front Street Kansas City, MO 64120
	Nevada GT; 15645 S 1400 RD, NEVADA, MO 64772
	Northeast Station; 920 N Olive Street; Kansas City, MO 64120
	Osawatomie Station; 32808 LONE STAR ROAD, PAOLA, KS 66071
	Ralph Green 3; 101 S FRONT ST, PLEASANT HILL, MO 64080
	South Harper Peaking Facility; 24400 S. Harper Rd; Peculiar, MO 64078
	West Gardner; 18827 Dillie Rd; Edgerton, KS 66021

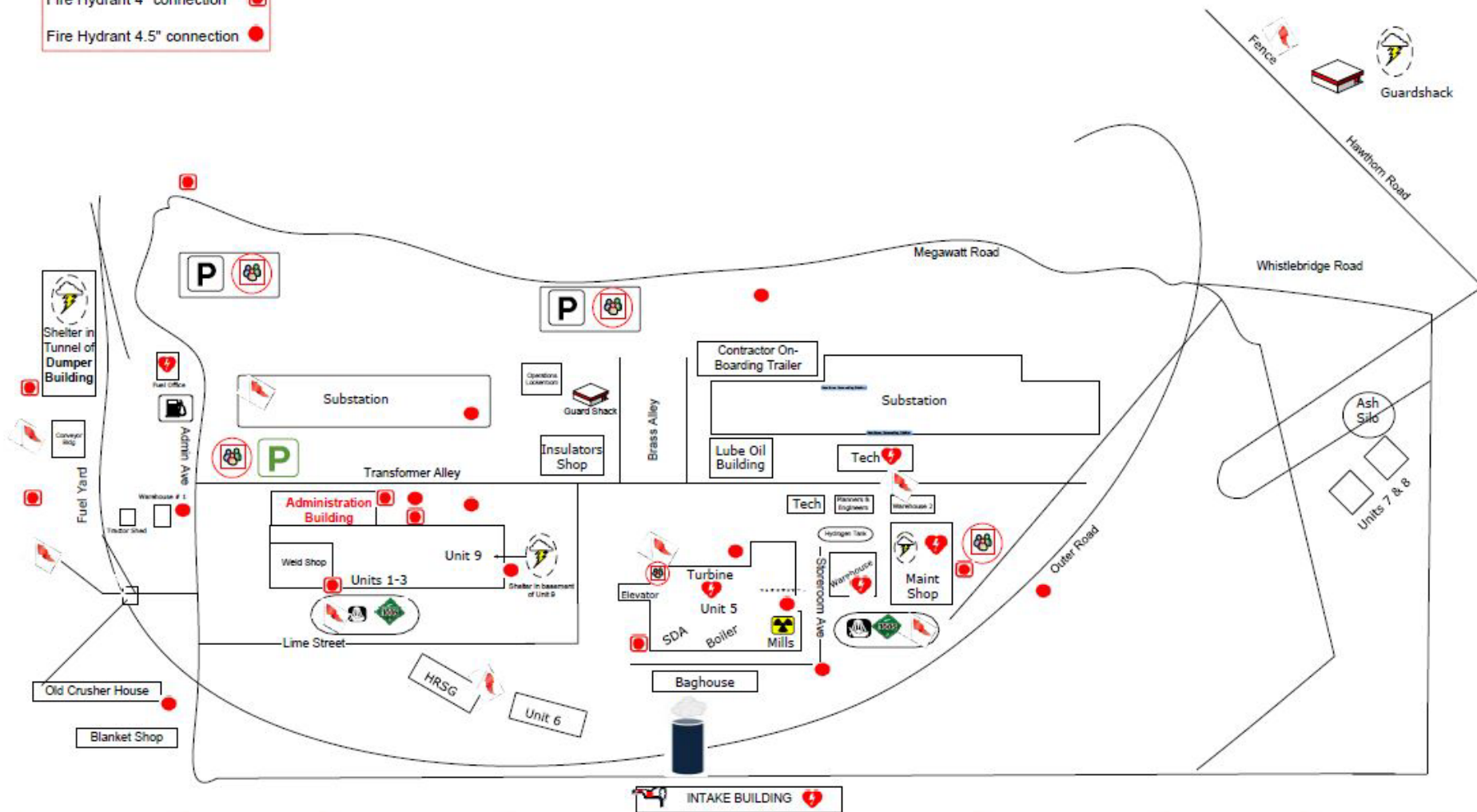
# Hawthorn Generating Station



## Station Overhead Mapping

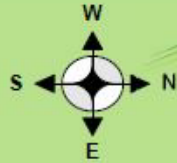
Revised - 2016 02 19

- Fire Hydrant 4" connection
- Fire Hydrant 4.5" connection



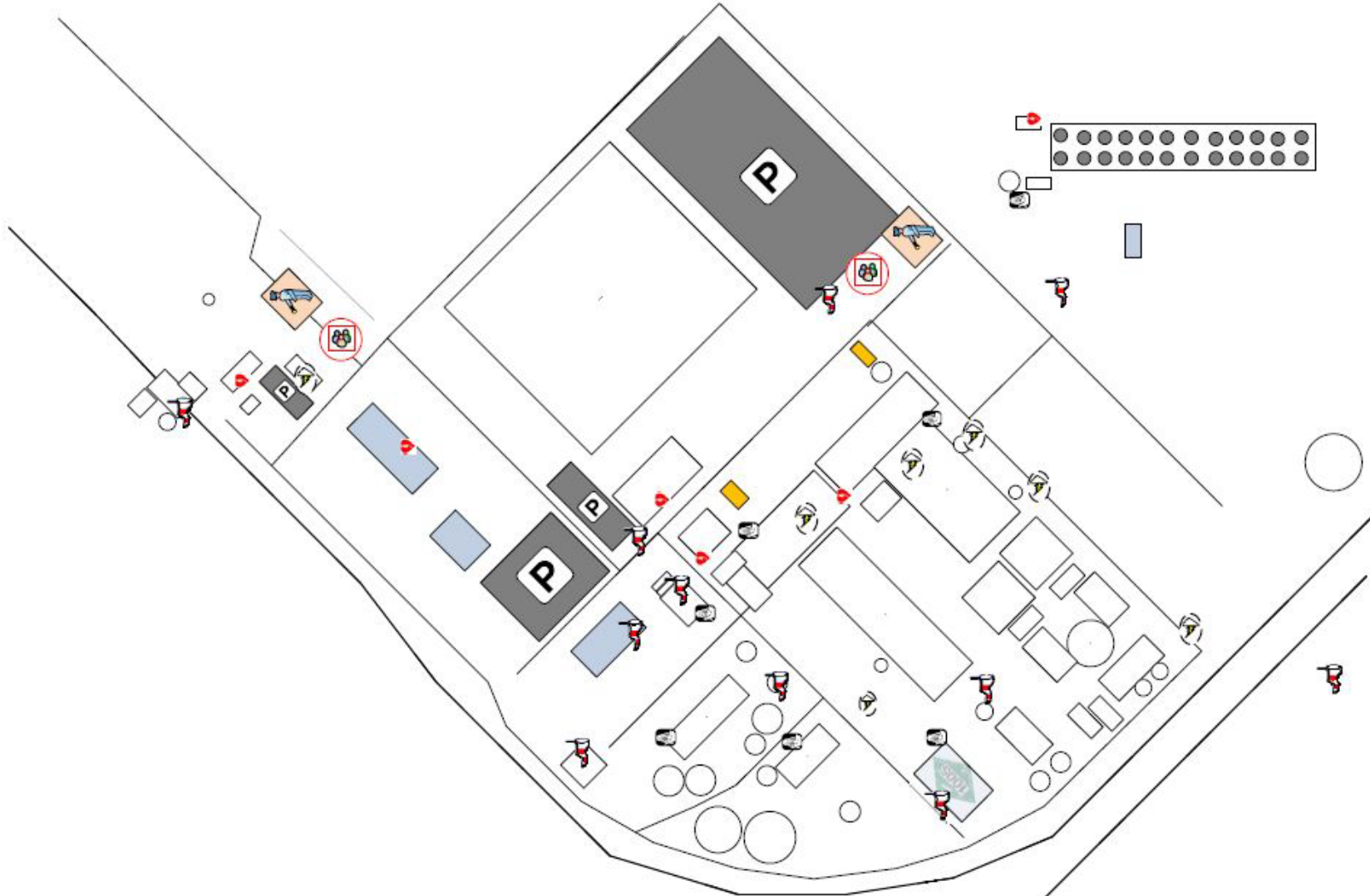
Assembly Areas	Storm Shelters	Contractor Parking	Employee Parking	Radioactive Devices	Anhydrous Ammonia	Wind Socks or Flags	Showers	AED

# Iatan Generating Station

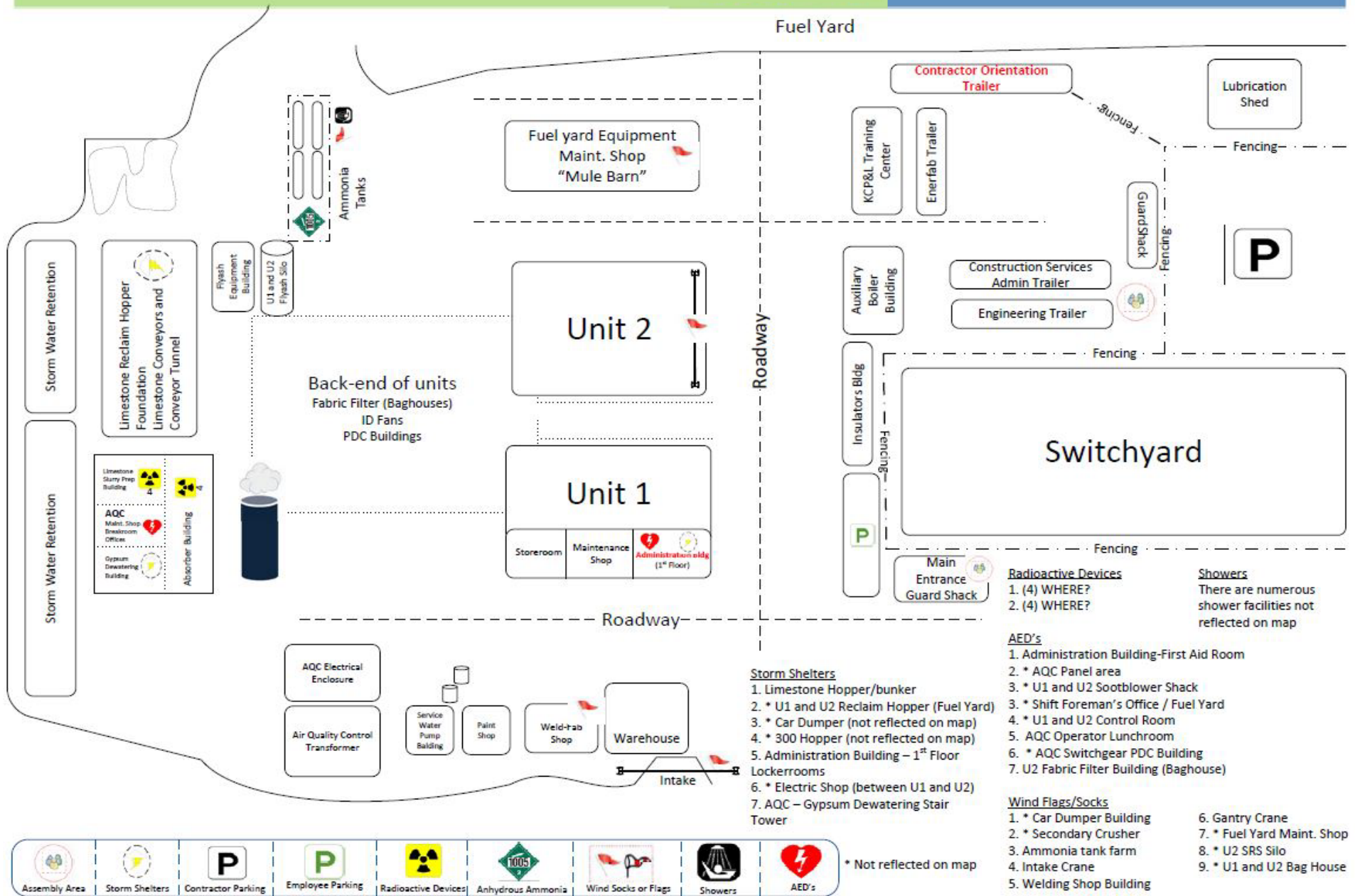


## Station Overhead Mapping

Revised – 2015 December



Assembly Areas	Storm Shelters	Contractor Parking	Employee Parking	Radioactive Devices	Annyrous Ammonia	Wind Socks or Flags	Showers	AED





# Lake Road Generating Station

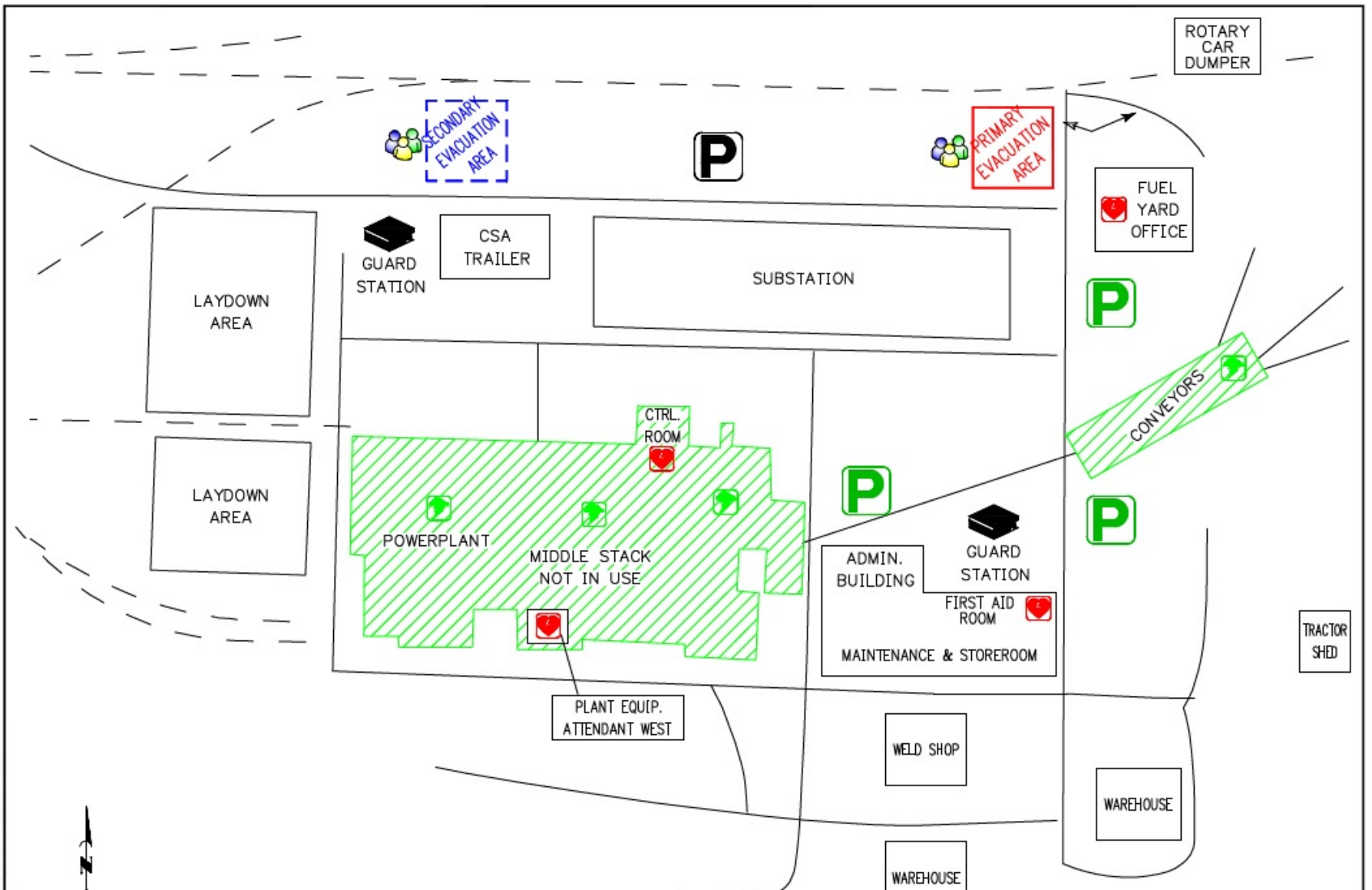


## Station Overhead Mapping

Revised - 2016 November



Assembly Areas	Storm Shelters	Contractor Parking	Employee Parking	Radioactive Devices	Anhydrous Ammonia	Wind Socks or Flags	Showers	AED



Rev. 11/06/17  
 MO-EP-3  
 IMPORTED TO FALCON, ADDED STANDARD SYMBOLS, AND UPDATED  
 LMC

KEY	
	PRIMARY EVAC. ROUTE:
	ALTERNATE EVAC. ROUTE:
	STORM SHELTER
	ASSEMBLY AREAS
	CONTRACTOR PARKING
	EMPLOYEE PARKING
	AED DEVICE
	STORM SHELTER

REV.	DATE	DESCRIPTION	BY	CHK.
1	11/06/17	IMPORTED TO FALCON, ADDED STANDARD SYMBOLS, AND UPDATED	LMC	

DRAWN	DATE	APPROVED	DATE
LMC	11/06/17		
DRPL. CL.	DATE	SCALE	
REVL. CL.	DATE	JOB NO.	

BUSINESS CONTINUITY  
 MONTROSE  
 STATION OVERHEAD MAPPING  
 EVACUATION PLAN

KANSAS CITY  
 POWER & LIGHT COMPANY  
 EPC NO. MO-EP-3

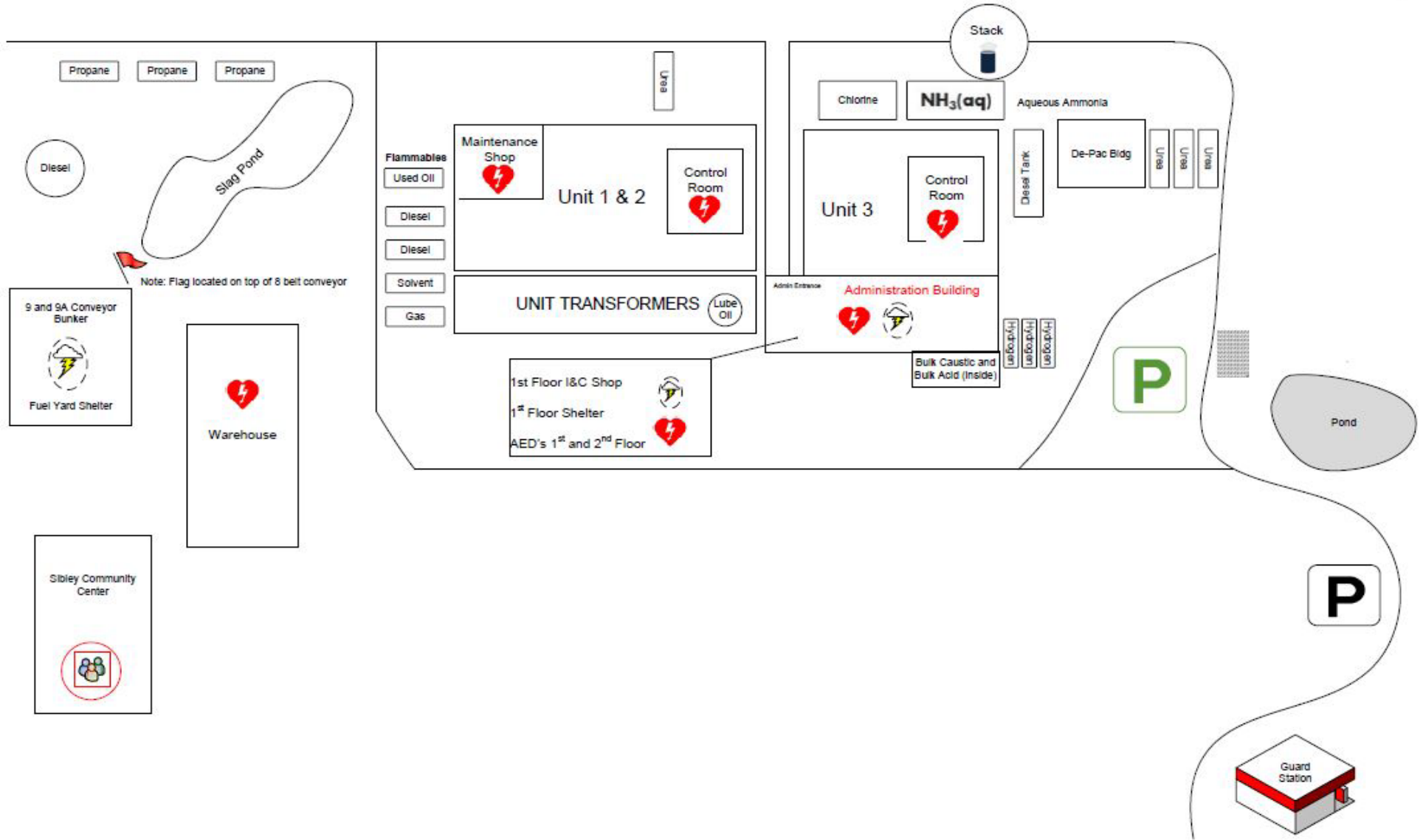
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# Sibley Generating Station

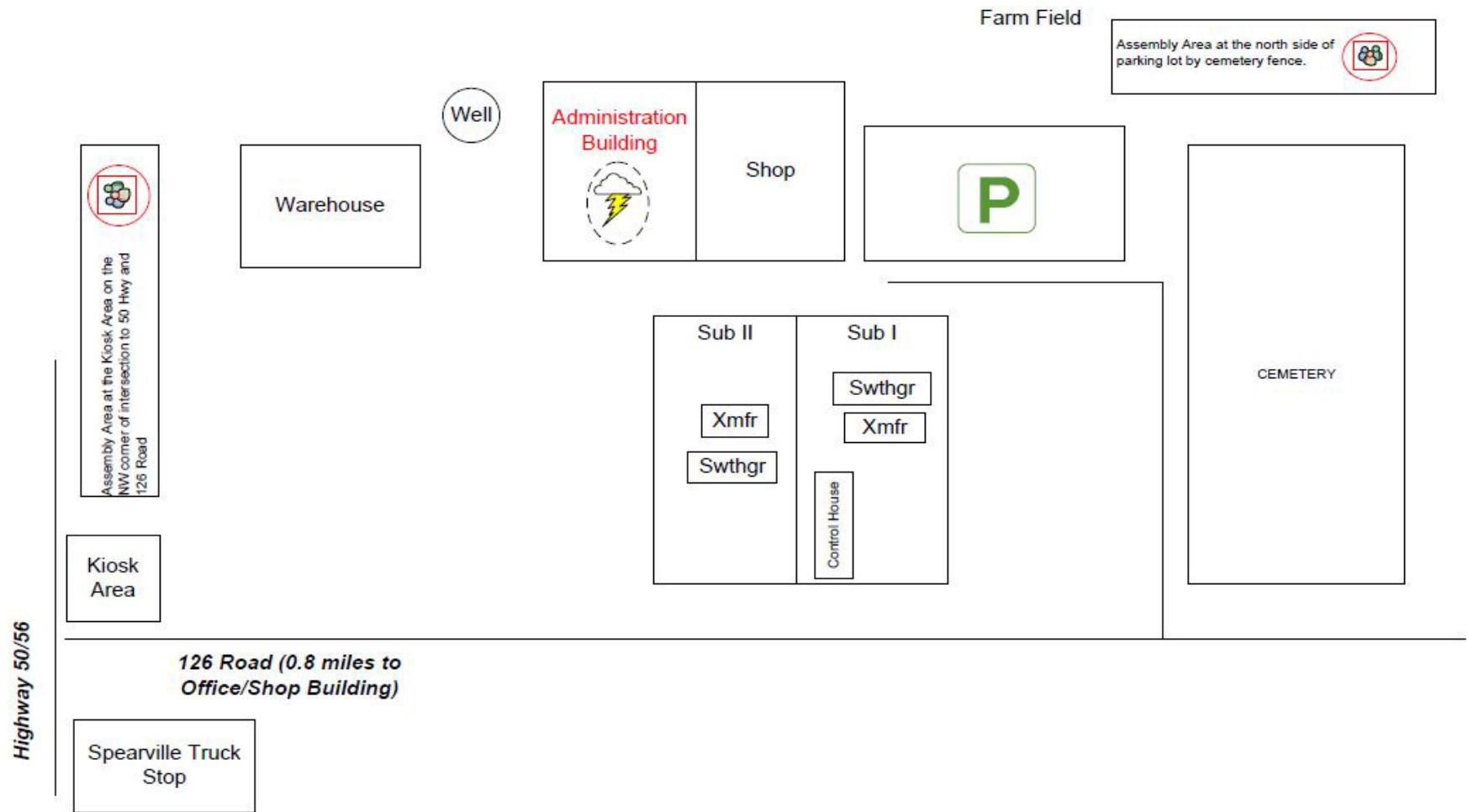
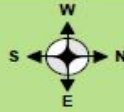


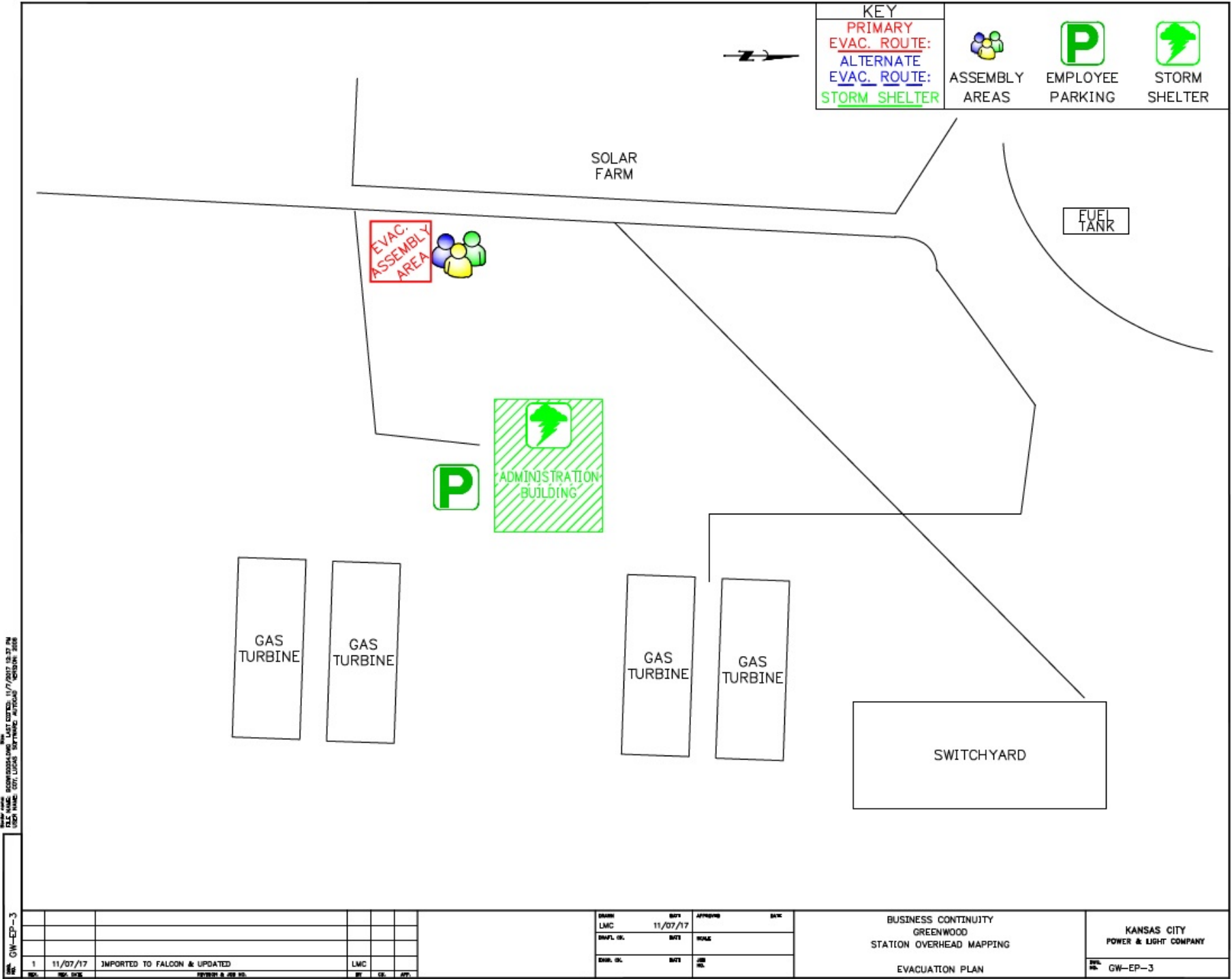
## Station Overhead Mapping

Revised – 2015 December



Assembly Areas	Storm Shelters	Contractor Parking	Employee Parking	Radioactive Devices	Anhydrous Ammonia	Wind Socks or Flags	Showers	AED





FILE NAME: KANSAS-CITY-GREENWOOD-EP-3  
 USER NAME: GUY, LOGAN  
 DATE: 11/07/2017 10:37 AM  
 VERSION: 0001

GW-EP-3

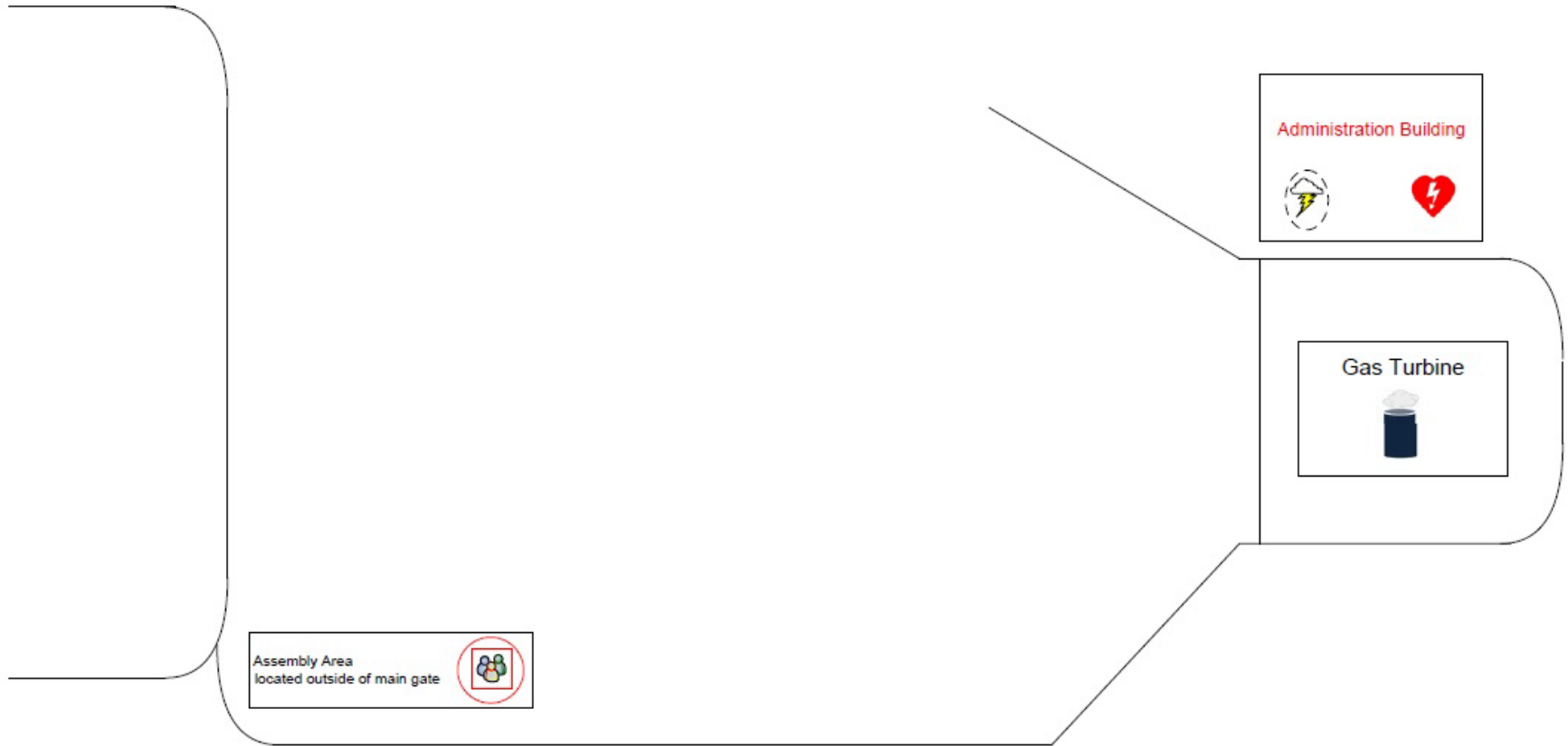
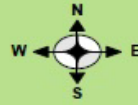
REV	REV DATE	DESCRIPTION	BY	CR	APP
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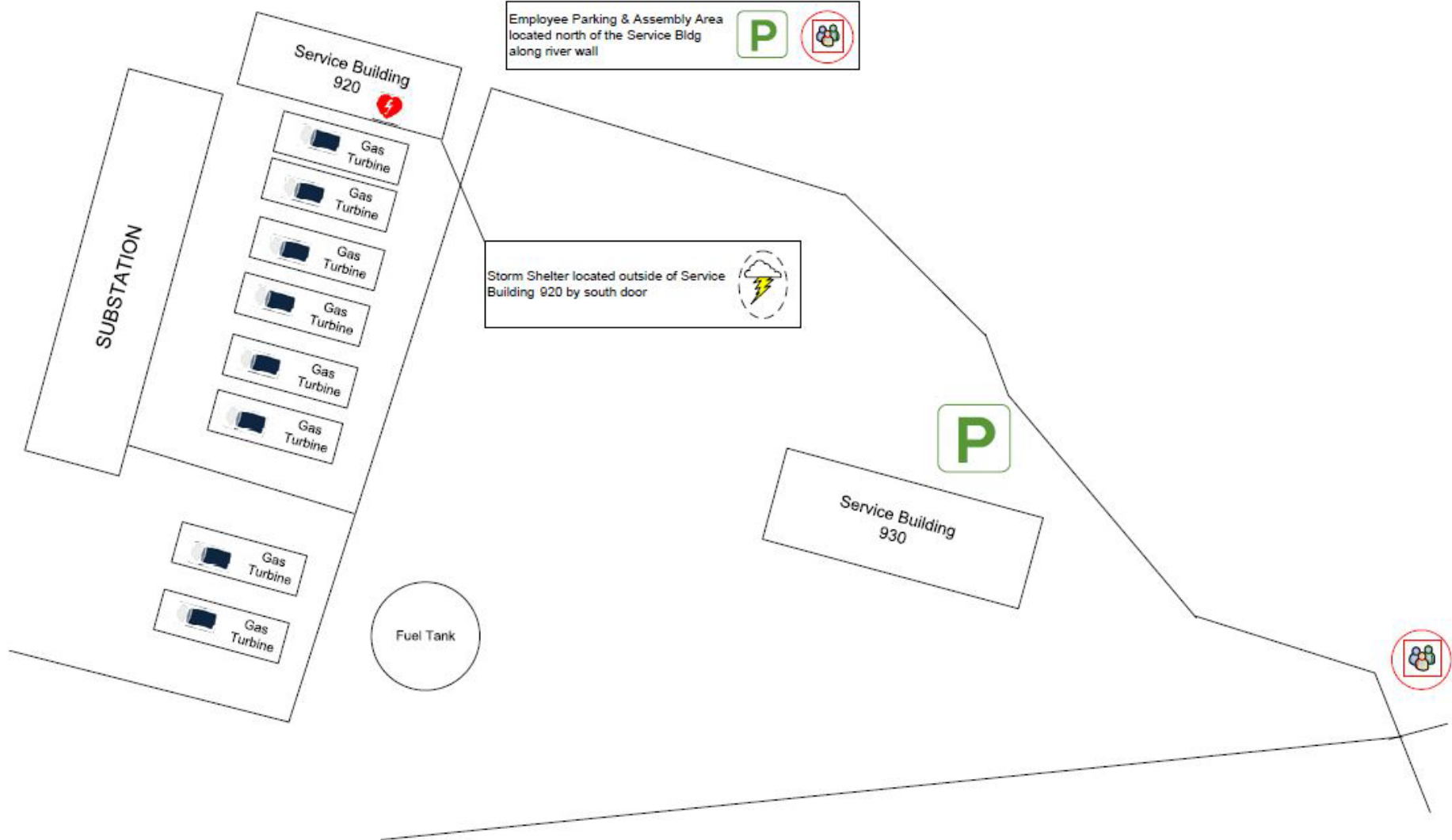
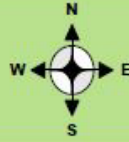
DATE	BY	APPROVE	DATE
11/07/17	LMC		

BUSINESS CONTINUITY  
 GREENWOOD  
 STATION OVERHEAD MAPPING  
 EVACUATION PLAN

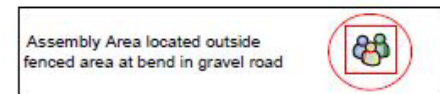
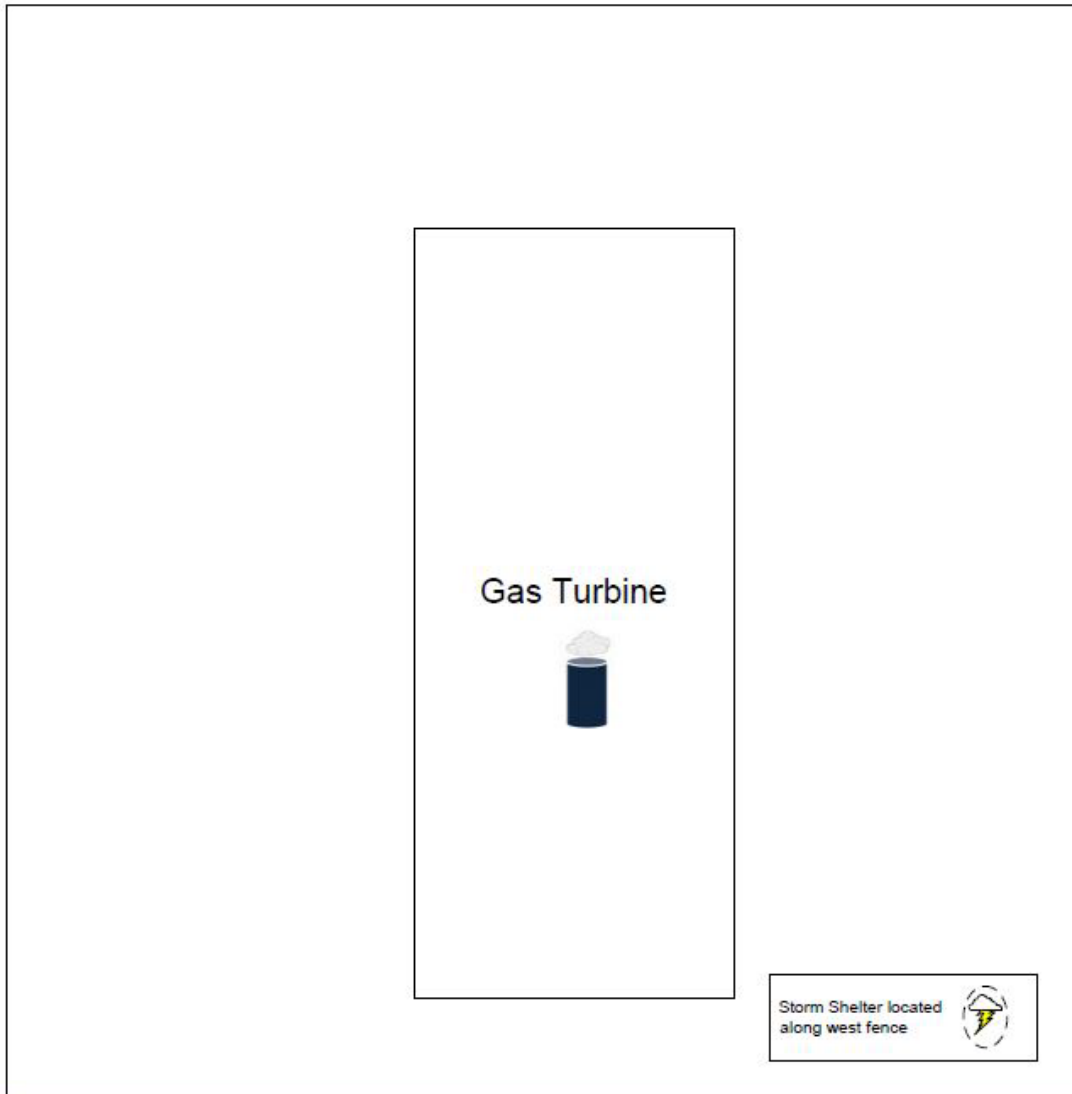
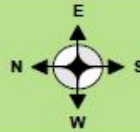
KANSAS CITY  
 POWER & LIGHT COMPANY  
 REV. NO. GW-EP-3

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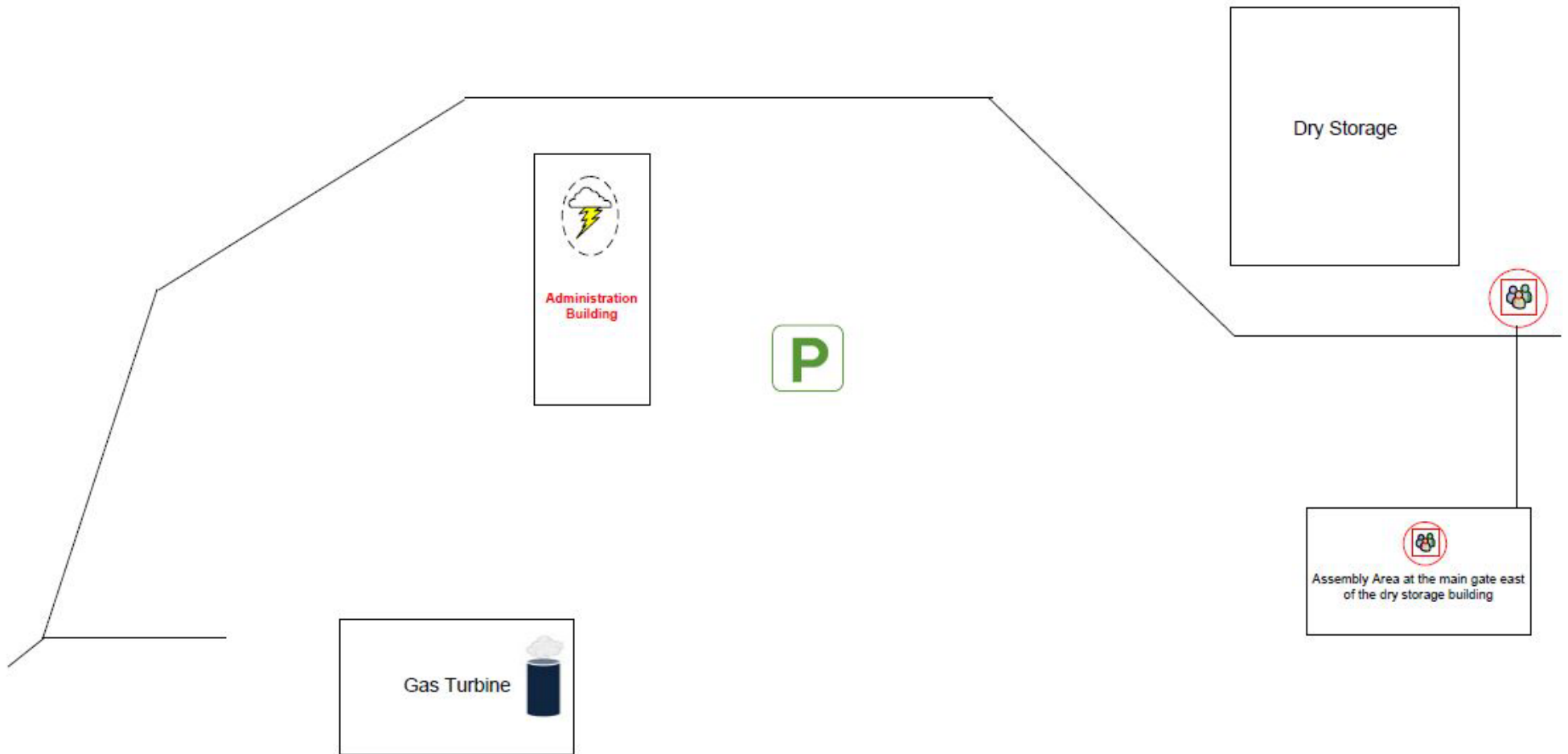
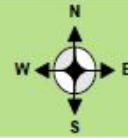


Assembly Areas	Storm Shelters	Contractor Parking	Employee Parking	Radioactive Devices	Anhydrous Ammonia	Wind Socks or Flags	Showers	AED



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Assembly Areas	Storm Shelters	Contractor Parking	Employee Parking	Radioactive Devices	Anhydrous Ammonia	Wind Socks or Flags	Showers	AED





Assembly Area outside of gate



Gas Turbine #1



Gas Turbine #2



Gas Turbine #3



Gas Turbine #4



Gas Skid

Administration Building

Shop Area



Assembly Areas



Storm Shelters



Contractor Parking



Employee Parking



Radioactive Devices



Anhydrous Ammonia



Wind Socks or Flags



Showers



AED

### 3.0 Emergency Contacts

#### GREENWOOD ENERGY CENTER EMERGENCY CONTACT INFORMATION



**OUR ADDRESS:**

14015 S. Smart Road; Greenwood, MO 64034  
(816) 537-6895

---

**CONTROL ROOM:**

N/A

**AMBULANCE:**

911

**LOCAL HOSPITALS:**

St. Luke's – East  
100 NE St. Luke's Blvd.  
Lee's Summit, MO 64086  
(816) 347-4400

Lee's Summit Hospital  
2100 SE Blue Pkwy.  
Lee's Summit, MO 64086  
(816) 282-5000

**FIRE:**

911



#### HAWTHORN GENERATING STATION EMERGENCY CONTACT INFORMATION



**OUR ADDRESS:**

8700 East Front Street; Kansas City, MO 64120-2302  
(816) 242-3404

---

**CONTROL ROOM:**

816-242-3453

Internal: Ext. 23453

**AMBULANCE:** Call Control Room

**LOCAL HOSPITALS:**

North Kansas City Hospital  
2800 Clay Edwards Drive;  
North Kansas City, MO 64116  
(816) 691-2098

**FIRE:** Call Control Room



**IATAN GENERATING STATION  
EMERGENCY CONTACT  
INFORMATION**



**OUR ADDRESS:**

20250 State Route 45N; Weston, MO 64098  
(816) 386-5225

---

**CONTROL ROOM:**

Unit 1 – 816-640-3853  
Unit 2 – 816-640-3612

Internal: Ext. 03853, 03854, 03612 or 06313

**AMBULANCE:** Call Control Room

**LOCAL HOSPITALS:**

St. Luke's Northland Hospital  
5830 NW Barry Road  
Kansas City, MO 64154  
(816) 891-6000

Mosaic Life Center (previously known as  
Heartland Regional Medical Center)  
1314-C N. 36th Street; St. Joseph, MO 64501  
(816) 271-6000

North Kansas City Hospital  
2800 Clay Edwards Drive  
North Kansas City, MO 64116  
(816) 691-2098

**FIRE:** Call Control Room



**KCI (CT located at KCI Airport)  
EMERGENCY CONTACT  
INFORMATION**

**OUR ADDRESS:**

9900 NW 112<sup>th</sup> Street; Kansas City, MO 64157  
(816) 891-2411

---

**CONTROL ROOM:**

N/A

**AMBULANCE:**

911

**LOCAL HOSPITALS:**

St. Luke's Northland Hospital  
5830 NW Barry Road  
Kansas City, MO 64154  
(816) 891-6000

**FIRE:**

911



**LA CYGNE GENERATING STATION  
EMERGENCY CONTACT  
INFORMATION**



**OUR ADDRESS:**

25166 E. 2200 Road; La Cygne, KS 66040  
(913) 757-4451

---

**CONTROL ROOM:**

(913) 632-0856 or (913) 632-0858  
Internal: Ext. 20856 or 20858

**AMBULANCE:** Call Control Room

**LOCAL HOSPITALS:**

Miami County Medical Center  
2100 Baptiste Drive; Paola, KS 66071  
(913) 294-2347

**FIRE:** Call Control Room



**LAKE ROAD GENERATING STATION  
EMERGENCY CONTACT  
INFORMATION**



**OUR ADDRESS:**

1413 Lower Lake Road; St. Joseph, MO 64504  
(816) 387-6400

---

**CONTROL ROOM:**

(816) 387-6446 or (816) 387-6445  
Internal: Ext. 76445 or 76446

**AMBULANCE:** Call Control Room

**LOCAL HOSPITALS:**

Mosaic Life Center  
(Previously known as Heartland Regional Medical Center)  
1314-C N. 36<sup>th</sup> Street  
St. Joseph, MO 64501  
(816) 271-6000

**FIRE:** Call Control Room



**MONTROSE GENERATING STATION  
EMERGENCY CONTACT  
INFORMATION**



**OUR ADDRESS:**

400 SW County Road P; Clinton, MO 64735  
(660) 885-2284

---

**CONTROL ROOM:**

(660) 885-2884  
Internal: Ext. 54541

**AMBULANCE:** Call Control Room  
Golden Valley Ambulance  
(660) 885-5511

**LOCAL HOSPITALS:**

Golden Valley Memorial Hospital  
1600 North 2nd Street; Clinton, MO 64735  
(660) 885-5511

**FIRE:** Call Control Room  
Clinton Fire Department:  
(660) 885-2560



**NEVADA SERVICE CENTER  
EMERGENCY CONTACT  
INFORMATION**

**OUR ADDRESS:**

721 N. Osage Blvd; Nevada, MO 64772  
(417) 667-5962

---

**CONTROL ROOM:**

N/A

**AMBULANCE:**

911

**LOCAL HOSPITALS:**

Nevada Regional Medical Center  
800 S. Ash  
Nevada, MO 64772  
(417) 667-3355

**FIRE:**

911



**NORTHEAST STATION  
EMERGENCY CONTACT  
INFORMATION**



**OUR ADDRESS:**

920 North Olive; Kansas City, MO 64120  
(816) 743-3620

---

**CONTROL ROOM:**

(816) 743-3623 or (816) 743-3620

**AMBULANCE:** Call Control Room

**LOCAL HOSPITALS:**

North Kansas City Hospital  
2800 Clay Edwards Drive  
North Kansas City, MO 64116  
(816) 691-2098

**FIRE:** Call Control Room



**OSAWATOMIE SERVICE CENTER  
EMERGENCY CONTACT  
INFORMATION**

**OUR ADDRESS:**

32808 Lone Star Road; Paola, KS 66071  
(913) 294-6239

---

**CONTROL ROOM:**

N/A

**AMBULANCE:**

911

**LOCAL HOSPITALS:**

Miami County Medical Center  
2100 Baptiste Drive  
Paola, KS 66071  
(913) 294-2347

**FIRE:**

911





**RALPH GREEN 3  
EMERGENCY CONTACT  
INFORMATION**

**OUR ADDRESS:**

101 S. Front Street; Pleasant Hill, MO 64080  
(816) 540-5840

---

**CONTROL ROOM:**

N/A

**AMBULANCE:**

911

**LOCAL HOSPITALS:**

St. Luke's-East  
100 NE St. Luke's Blvd.  
Lee's Summit, MO 64086  
(816) 347-4400

Lee's Summit Hospital  
2100 SE Blue Pkwy.  
Lee's Summit, MO 64086  
(816) 282-5000

**FIRE:** 911



**SIBLEY GENERATING STATION  
EMERGENCY CONTACT  
INFORMATION**



**OUR ADDRESS:**

33200 East Johnson Road; Sibley, MO 64088  
(816) 650-2900

---

**CONTROL ROOM:**

Unit 1 and 2 - (816) 650-2943 or Unit 3  
(816) 650-2943

**AMBULANCE:** Call Control Room

**LOCAL HOSPITALS:**

Centerpoint Medical Center  
19600 E. 39<sup>th</sup> Street  
Independence, MO  
(816) 698-7000

**FIRE:** Call Control Room



**SOUTH HARPER PEAKING FACILITY  
EMERGENCY CONTACT  
INFORMATION**



**OUR ADDRESS:**

24400 S. Harper Road; Peculiar, MO 64078  
(816) 758-7384

---

**CONTROL ROOM:**

N/A

**AMBULANCE:**

911

**LOCAL HOSPITALS:**

Research Belton Hospital  
17065 S. 71 Hwy  
Belton, MO  
(816) 348-1200

**FIRE:**

911



**SPEARVILLE WIND FARM  
EMERGENCY CONTACT  
INFORMATION**



A KCP&L PROJECT

**OUR ADDRESS:**

10311 126 Road; Spearville, KS 67876  
(629) 385-2886

---

**CONTROL ROOM:**

(620) 385-2886

**AMBULANCE:** Call Control Room

**LOCAL HOSPITALS:**

Western Plains Regional Hospital  
106 Plains Street  
Dodge City, KS  
(620) 408-9724

**FIRE:** Call Control Room



**WEST GARDNER SUBSTATION  
EMERGENCY CONTACT  
INFORMATION**



**OUR ADDRESS:**

18827 Dillie Road; Edgerton, KS 66021  
(913) 894-3152 or (913) 894-3153

---

**CONTROL ROOM:**

(913) 894-3152 or (913) 894-3153

**AMBULANCE:** Call Control Room

**LOCAL HOSPITALS:**

Overland Park Regional Medical Center  
10500 Quivira  
Overland Park, KS  
(913) 541-5000

Olathe Medical Center  
20333 W. 151<sup>st</sup> Street  
Olathe, KS 66061

**FIRE:** Call Control Room



## 4.0 Definitions and Acronyms

A/D director (Assembly/Disassembly director)	An individual who meets this subpart's requirements for an A/D director (as referenced in 1926.404), irrespective of the person's formal job title or whether the person is non-management or management personnel.
ANSI	American National Standards Institute
APR	Air Purifying Respirators
Authorized Representative	Any Energy authorized employee not necessarily appointed or assigned to oversee all of the Contractor's work scope; may provide specific expertise or responsibility to a task.
CCO	Certified Crane Operator
CEP	Comprehensive Energy Plan
Competent Person	One who is capable of identifying existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous, or dangerous to employees, and who has the authorization to take corrective measures to eliminate them.
Confined Space	Any space that is large enough and so configured that a person can bodily enter and perform assigned work, has limited or restricted means for entry or exit (for example: tanks, vessels, storage bins, hoppers, vaults and pits) and is not designated for continuous occupancy.
Construction Services Administrator	Energy authorized representatives on the site assigned as primary contact for Contractor's site-authorized representatives for the technical management of the work.
Contractor / Contractor Representative	Any non-Energy representative providing services or materials to Energy properties.
Contractor Safety Manager	Contractor's representative responsible for managing the Contractor safety program. When required per Section 5.2, # 1 of these Contractor Safety Requirements, a Contractor Safety Manager will be dedicated to safety and perform no other concurrent duties.
Contractor Safety Representative	Contractor's representative responsible for ensuring compliance with all provisions of the contract, including the Contractor Safety Requirements, OSHA, and other agency and industry safety requirements and standards.
Critical Lift	A critical lift has one or more of the following conditions: The Load is over 75% of the crane's rated capacity for current configuration; Load is more than 20 tons; Lift is over operating systems (charged electrical equipment, pipelines, etc.); Lift requires the use of two or more cranes; and Lift requires hoisting of employees (work platform/man basket).
First Aid Case	An injury where professional medical treatment is not needed.

Hold	A certification by the proper authority that a specified line or piece of equipment is de-energized, that the proper cautionary measures have been taken and that the line and/or equipment is being turned over to the workers. All circuits and equipment will be considered alive at all times unless fully protected in accordance with the hold procedure.
Hot Work	Work involving electric or gas welding, cutting, brazing, grinding, hot riveting, powder driven fasteners or similar flame/spark emitting operations.
Hot Work Supervisor	The Evergy person in charge of the workers performing hot work or, in the case of contractors, the Appointed Evergy Representative.
Imminent Danger	Immediate danger to life and health.
Incident	An occurrence of an action or situation that initiates inquiries or investigations. This includes incidents, accidents, near misses and property damage.
Injuries	Harm, damage or loss sustained.
Jurisdictional Control for Turnover	Involves coordination between the Appointed Evergy Representative and the designated Contractor Representative to transfer equipment from construction phase to Evergy operation.
Evergy Construction Safety Representative	Evergy Representative that is responsible for ensuring compliance with all provisions of the contract, including the Contractor Safety Requirements, OSHA, and other agency and industry safety requirements and standards.
Appointed Evergy Representative	The authorized Evergy Representative assigned to coordinate the work of service efforts of Contractor. Also known as Construction Services Administrator, Authorized Evergy Representative or Job Coordinator.
Evergy Representative	Any Evergy Management employee.
Evergy Station Control Operator	A person that controls and coordinates the operation of plant equipment by remote operation from control room and on-site location.
Lock Out	Involves using a device such as a padlock, blank pipe flange, chain key block, etc. to isolate energy from Contractor employee exposure.
Near Miss	An incident that could have resulted in a personal or physical injury to any person or property.
Non-Permit Required Confined Space	A confined space that does not contain or, with respect to atmospheric hazards, have the potential to contain any hazard capable of causing death or serious physical harm.
OSHA	Occupational Safety & Health Administration

Permit Required Confined Space (PRCS)	A confined space that has one or more of the following characteristics: 1) Contains or has a potential to contain a hazardous atmosphere; 2) Contains a material that has the potential for engulfing an entrant; 3) Has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross-section; 4) Contains any other recognized serious safety or health hazard.
PLHCP	Physician or Licensed Healthcare Professional
PPE	Personal Protection Equipment
Project	All-encompassing term for the Site, work location or work scope.
PTP- also referred to as JSA or JHA	Pre-Task Planning Job Safety Analysis Job Hazard Analysis
Public	All persons not employed by the Contractor, project consultants or Evergy. Evergy employees not directly involved with the project, facilities or other related contracts shall be considered members of the public.
SDS	Safety Data Sheet
SCBA	Self-Contained Breathing Apparatus
Site	Any Evergy property or facility.
Tag-out	Involves applying a tag to the energy isolating device with written information concerning the date and name of person who applied the lock and tag.
Visitor	Any non-Evergy representative that is not providing services or material to Evergy properties. All non-Evergy employees.

## 5.0 Program Components

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Evergy's goal is to achieve an accident-free work environment. Any Contractor performing work for Evergy is expected to maintain safety as the highest priority. Evergy considers no phase of the construction or maintenance process more important than preserving the well-being of all employees and clients of the company. The realization of this goal depends heavily upon the active participation and cooperation of Contractors' project managers, foremen, supervisors, employees, and the coordination of their efforts with Evergy in implementing some basic program components.

Evergy considers a strong health and safety program to be an effective tool for the management of worker safety and health protection. As such, Evergy strives to work with contractors and vendors that believe in this philosophy and have the same corporate values, attitude and culture. Each Contractor is required to develop, implement, and maintain a safety and health program that addresses the hazard(s) to which its employees are or will be exposed. Each Contractor is charged with the responsibility for conducting its operations in a manner that will provide safe working conditions for all construction-related employees, Evergy employees, and for the protection of property and the general public.

**The Contractor is responsible for the day-to-day routine safety management on the Site.**

Any Evergy or Contractor Representative is authorized to stop any construction activity or task which, in their sole judgment, constitutes an immediate or evolving situation of imminent danger. In the event of a conflict and/or ambiguity between various statutes on safety provisions, the interpretation by the Evergy Construction Safety Representative as to which provision applies or what is implied in a given provision will be final.

### 5.1 Contractor Company and Representatives

The Contractor is responsible for maintaining an incident/hazard free work environment.

*In compliance with these provisions, the Contractor shall comply with the latest edition of the Contractor Safety Requirements and perform the following:*

1. Ensure non-English speaking employees and/or visitors are provided with designated crew members who can communicate in a language they understand and comprehend. This extends to all subcontractors.
2. Each Contractor shall ensure all subcontractors, suppliers and vendors, and are informed of their obligations with regards to safety and of the Contractor Safety Requirements document.
3. At a minimum, Evergy expects each Contractor to adequately train its employees according to applicable safety standards. This training may include, but is not limited to: fall protection, fire watch, scaffolds, forklifts, excavation, ladders, confined space entry, respiratory protection, OSHA-PSM, grounding, shoring and traffic control, etc.
4. If training topics require certificates of completion as directed by an OSHA regulation, a copy of said certificates must be accessible by the Evergy Construction Safety Representative or Appointed Evergy Representative, if requested.

5. Review and direct immediate action to correct all substandard safety conditions brought to his/her attention.
6. Report all injuries and incidents in a timely manner in accordance with federal and/or state laws and regulations and the Contractor Safety Requirements.
7. Be responsible for providing the Evergy Construction Safety Representative or Appointed Evergy Representative with support in carrying out the duties and responsibilities of that position.
8. Each Contractor shall ensure that all contractors adhere to the minimum personal protective equipment requirements as outlined in *Section 8.1* and shall be responsible for the control, availability and use of necessary equipment, including personal protective equipment (PPE) and apparel for the Contractor employees.
9. All Contractor employees shall be required to attend the annual Evergy safety orientation upon hire-in. In addition, each Contractor shall maintain its own orientation program for its employees that shall include as a minimum a review of (1) hazards present in the area in which they will be working and (2) the personal protective equipment and apparel the workers will be required to use or wear as specified under OSHA or required by Evergy. *For additional information, see Section 6.0 Pre-Work Procedures.*
10. Contractors with 25 or more employees on a single shift (including all subcontractors) will establish a full-time position of a Contractor Safety Manager to perform worksite supervision, safety inspections and training services. In addition, for every additional 100-job site employees added, an additional Contractor Safety Manager shall be required. In the event the Contractor has less than 25 employees, the Contractor shall appoint an on-site person who, along with other concurrent duties, shall serve as the Contractor's Safety Representative. *(See Section 5.2 Contractor Safety Manager.*
11. Contractor will provide competent and qualified Contractor Representatives, Foremen, General Foremen, and Safety Managers to perform the work under these terms and conditions. For all construction activities, Contractor shall ensure supervision at the Foreman, General Foreman and Safety Manager levels have successfully completed the recommended minimum training as identified below for the 1926 Standard prior to assignment on any Evergy Project.
12. Evergy reserves the right to request proof of training (as identified below) or competency related to contractor work activities.

Required Minimum Training		
3.2 – Contractor's Representative		OSHA 10-Hour
3,3 Contractor Foreman		OSHA 10-Hour
3.4 – Contractor General Foreman		OSHA 30-Hour
3.5 – Contractor Safety Manager and/or Representative	Safety Manager – 25 or more on a single shift. See 5.4, No.1.	Safety Representative – 30 Hour Construction Safety Manager - OSHA 500 Construction Outreach Trainer or a degree in an occupational safety related field.



13. Contractors are expected to pre-plan all work to minimize the potential for personal injury and property damage. Pre-planning involves developing a project plan specific nature, which is designed to anticipate and identify hazards before work begins. Know in advance what measures will be taken to eliminate hazards or adequately control the anticipated risks for each scope of work. This information shall include, but is not limited to: scope of work, sequence of activities, site-specific fall protection, high angle rescue procedures, safety control methods, training records, Competent Persons, lead abatement, asbestos abatement, or excavations. The planning process does not stop at the pre-planning stage, but is a continuous process of assessment and evaluation. When changes occur or new hazards are identified during the Project, the work should be suspended while the plan is revised.
14. If contractor's work scope spans longer than a week, each Contractor shall conduct on-site weekly safety meetings. Documentation of topics discussed and attendees shall be maintained and a copy made available to the Evergy Construction Safety Representative and/or Appointed Evergy Representative upon request.
15. The Contractor shall provide and maintain a chemical and flammable material storage areas
16. Each Contractor shall immediately notify the Evergy Construction Safety Representative or the Appointed Evergy Representative when a representative of OSHA or other local, state or federal agencies arrives on a Project site. The Evergy Construction Safety Representative or Appointed Evergy Representative will notify the appropriate Contractors. The contractor will also immediately provide the Evergy Construction Safety Representative or Appointed Evergy Representative with notification and copies of all OSHA correspondence.
17. Each Contractor shall be required to comply with the latest revision of the Evergy Alcohol and Substance Abuse Policy as indicated in their contract and/or subsequent to any revisions of said contract. The Evergy Drug & Alcohol program is available at the following link:  
<https://www.evergy.com/partner-with-us/contractors>

## 5.2 Contractor Safety Manager

1. Contractors with 25 or more employees on a single shift (including all subcontractors) will establish a full-time position of a Contractor Safety Manager to perform safety inspections and training services. In addition, for every additional 100-job site employees added, an additional Safety Management Representative shall be required. In the event that the Contractor has less than 25 employees, the Contractor shall appoint an on-site person who, along with other concurrent duties, shall serve as the Contractor's Safety Representative.
2. The Contractor Safety Manager and/or Contractor Safety Representative will perform daily safety inspections of the Contractor's job sites to eliminate unsafe acts and/or conditions. The Contractor Safety Manager and/or Contractor Safety Representative will ensure that all Contractor's employees are made aware of steps to take in the event of an incident.

*The position requires this person to perform the following:*

Prior to the commencement of work, each Contractor shall submit to the Evergy Construction Safety Representative a resume of the experience and for the proposed Contractor Safety Manager and/or Contractor Safety Representative. At the minimum, the Safety Representative shall have completed the OSHA 30-hour

training for the construction industry. The Safety Manager must have completed the OSHA 500 Construction Outreach Trainer or an equivalent degree in occupational safety. This information will be reviewed by a Evergy Construction Safety Representative. Only qualified personnel will be accepted as a Contractor Safety Manager and/or Contractor Safety Representative.

1. Be on-site while any work is being performed by Contractor.
2. Provide timely written reports to Evergy Construction Safety Representative or Appointed Evergy Representative of any unsafe conditions or practices, or violation of job security regarding safety issues. The reports shall describe all corrective actions.
3. Analyze all incidents and implement immediate corrective action.
4. Provide job supervisors with appropriate training materials to conduct weekly safety meetings and attend said meetings to evaluate their effectiveness.
5. Review safety meeting reports submitted by job supervisors and take necessary action to ensure that the job supervisors hold meaningful weekly safety meetings.
6. Assist in the preparation of all incident analysis and reporting guidelines.
7. Implement safety-training programs for Contractor supervisors and employees applicable to their specific responsibilities.
8. Attend special safety meetings held or sponsored by the Evergy Construction Safety Representative or Appointed Evergy Representative.
9. Maintain a list on-site of personnel available for first aid and emergency treatment for injured Contractor employees.
10. Perform weekly safety audits and retain documentation. This file must be accessible by the Evergy Construction Safety Representative or Appointed Evergy Representative.
11. Attend Project Safety meetings as directed by the Evergy Construction Safety Representative or Appointed Evergy Representative.

## **6.0 Pre-Work Procedures**

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### **6.1 Safety Orientation**

1. Evergy will be responsible for providing an annual safety orientation training session for all Contractor Representatives before they are allowed to begin work. The orientation safety training will be conducted by the Appointed Evergy Representative and will include a summary of the Contractor Safety requirements.
2. Upon completion of the Evergy orientation, a dated hardhat sticker and wallet card will be issued to the Contractor employee. The dated hardhat sticker shall be placed on the Contractor employee's hardhat and remain unobstructed.
3. Should a Contractor employee leave the Project and not return for at least one year or misplaces the sticker or wallet card, the Contractor employee will be required to complete a new hire safety orientation prior to returning to work.

See Section 8.0 for driver, vendor and visitor requirements.

## **6.2 Evergy Job Briefing**

1. Prior to beginning work on the Project site, Contractors are required to contact the Appointed Evergy Representative for a pre-work meeting/Job Briefing.
2. During this meeting, the Evergy Construction Safety Representative or Appointed Evergy Representative will review the scope of their work and any pre-work documentation. Hazards associated with the work will be discussed along with applicable OSHA standards and a compliance plan. Contractors' Representative must attend this meeting.

## **6.3 Contractor Hazard Assessment - Pre-Task Planning (PTP) – Job Hazard Analysis (JHA) and Job Briefings**

1. Prior to any construction or maintenance activity, a Pre-Task Plan (PTP), Job Safety Analysis (JSA), or Job Hazard Analysis (JHA) shall be conducted and documented by the Contractor foremen, supervisors, and employees. A copy of the completed form shall be posted at the work activity location or located on the Contractor foreman or supervisor for all to review. Contractor employees shall be given specific training on completing the hazard assessment by the Contractor. The training shall be documented and maintained in the Contractor's safety files.
2. The appropriate PTP, JSA or JHA shall be reviewed and attendance documented by the Contractor at the preparatory, initial and follow-up phases of the work.

## **7.0 Safety Audits & Inspections**

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Contractors are required to perform documented audits of their job tasks at least once per week.

## 8.0 General Safety – The Basics

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### 8.1 Personal Protective Equipment

Contractors are responsible for orienting their employees on the specific safety rules that must be followed by all persons working on Evergy property. Other PPE is also required in accordance with the appropriate safety standards and equipment as set by the manufacture's specifications.

Evergy has areas designated throughout each station that may require additional PPE shall be worn while in these areas. A list of the minimum personal protective requirements is as follows:

2. The Contractor shall be responsible for providing and ensuring the use of required PPE for its employees.
3. PPE shall be worn while traveling from the security gate, while traveling through the physical plants, working outside or otherwise engaged in physical work at each station, except in areas specifically designated as PPE not required.
4. All contractors, vendors and visitors must wear Flame Resistant or all-natural fiber clothing. There may be instances where plant management determines exceptions on a case-by-case basis. If a contractor feels they may be exempt based off their scope of work and location within the plant, please contact station management. This includes:
  - a. Long-sleeved shirts.
  - b. Full-length pants without excessive length or flared bottoms are required. Clothing bearing wording and/or illustrations that could be considered offensive to the general public is prohibited.
5. Approved hard hats, not bump caps, shall be worn at all times while on the Site. It is required that each Contractor use an ANSI approved hardhat. Evergy does not recognize cowboy hat shaped hard hats for use at any site. Long hair shall be contained under a hardhat or net if the individual is working where hair may become entangled.
6. Safety glasses, which meet applicable ANSI standards, are required at all times while on the Site and shall include approved side shields. Only clear safety glasses are allowed to be used inside buildings or enclosed structures. Shaded goggles or hoods may be used when welding or cutting requires their use. Prescription safety glasses with self-tinting capabilities may be worn on-site.
7. Hearing protection shall be worn in areas with noise levels greater than 85 dBA Time Weighted Average (TWA), wherever there is high impact noise or as posted. In addition, hearing protection is required at all times when a unit is on-line and is in operation.
8. Contactors working in, traveling through, or having the potential to travel through facilities, other than those used expressly for administrative functions, shall wear steel or composite toe boots with a minimum of a six (6)-inch top. The boots must meet the ASTM F2413-05 standards (formerly ANSI Z41 – which is still acceptable) and shall be marked accordingly. These boots shall be made of leather or approved cut resistant material to provide support and protection for the ankle area.

9. Visitors will be required to wear substantial footwear. No open-toed shoes, sandals or cloth footwear will be permitted. For the purpose of protection from hazards that would require approved safety footwear, visitors will be escorted through plants by Evergy employees.
10. White Ty-Vek suits are only to be worn by Contractors who are asbestos qualified while performing insulation work. They are not to be worn by any other craft or while hot work is performed.
11. Face shields shall be worn when performing work where the standard eye protection is not deemed to be adequate. Work scope examples include, but are not limited to, grinding, burnishing and sanding.
12. Additional PPE may be required by each site or contract requirements (e.g. reflective vests, personal flotation devices, etc.)

### **8.1.1 Plant Access**

1. All Drivers, vendors, visitors and Contractors must check in with security.
2. The Appointed Evergy Representative must be notified that vendor, visitor or contractor has checked in with security.
3. All vendors, visitors and contractors must immediately report to the Administrative Building or to their Appointed Evergy Representative. Current-established vendors do not need to report daily (e.g. UPS, FedEx, etc.)
4. Vendors and visitors plant access should be limited to the Administration building or in a secure designated area of the plant.

**NO CONTRACTOR, VENDOR OR VISITOR SHOULD BE ALLOWED TO WALK THROUGH THE PLANT WITHOUT REPORTING TO THE ADMINISTRATION BUILDING OR TO THEIR APPOINTED REPRESENTATIVE!**

### **8.1.2 Definition of a driver, vendor or visitor**

Drivers, vendors and visitors generally do not require a complete safety orientation. Drivers, vendors and visitors are identified as those who do not perform field service work and have limited potential to plant hazards or equipment. All visitors and vendors should be escorted on the properties at all times. Drivers have limited potential to plant processes, equipment and hazards and do not frequently exit their vehicles, if at all.

### **8.1.3 Definition of a contractor**

A Contractor is identified as those who will be performing field service work.

Any Contractor who will be performing field service work or having the potential to be unescorted on our facilities at any time will be required to attend a complete safety orientation to be given by their Appointed Evergy Representative.

#### 8.1.4 Visitors

It is of the utmost importance that a high degree of protection be afforded to all persons touring the Site. The following guidelines are general instructions for personnel who are responsible for the organization, direction and safe conduct of tours.

1. All visitors wishing to enter a Evergy Site must have the permission of the Evergy station management or the Appointed Evergy Representative. Permission will only be given upon verification that the visitors will be accompanied at all times by an authorized employee.
2. Immediately prior to entering the Site, all visitors are to be briefed concerning careful and orderly conduct, including identification of any specific hazards they may encounter.
3. All visitors will be required to comply with Evergy PPE requirements as outlined in *Section 8.1*.
4. All visitors and Contractors must have permission by the Appointed Evergy Representative before cameras can be used on Evergy properties.

#### 8.1.5 Security

1. Contractors are to use only the Contractor designated gates and turn styles for entry.
2. All persons, equipment, lunch boxes, carry-in containers, vehicles, etc., are subject to search by Site security personnel. If a Contractor employee refuses the search effort, he/she may be subject to removal or denied access to Evergy property. Unauthorized removal of tools, equipment or other materials is prohibited.
3. Contractor employees shall park in designated parking areas as directed by the Appointed Evergy Representative. If a vehicle is to remain in the parking lot overnight, prior approval is required by the security staff. Vehicles left overnight without prior approval are subject to towing at the sole vehicle owner's expense.

**NOTE: Under no circumstances will belligerence, disrespect or other unprofessional behavior toward the security staff be tolerated. Discipline will be, up to and including, termination from the job site.**

#### 8.1.6 Driver, vendor and visitor Anhydrous Ammonia Awareness.

- a. The Anhydrous Ammonia Process Safety Management Awareness is an annual requirement.
- b. Only drivers, vendors and visitors should be directed to the guard shack for Anhydrous Ammonia PSM Awareness.
- c. Drivers, vendor and visitors are instructed to read and sign the Anhydrous Ammonia PSM Awareness document.
- d. Drivers, vendor and visitors are given the Anhydrous Ammonia sticker and wallet card (green) and Plant Safety Handout.

Also see Section 10.1 – Anhydrous Ammonia

## 9.0 General Safety - Scopes

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### 9.1 Asbestos

1. Evergy's existing facilities may contain asbestos containing materials.
2. If Contractor, or any of its agents, is required to perform work within or immediately adjacent to any of the existing structures or facilities, the possibility exists that asbestos-containing material may be encountered during the execution of work.
3. Should Contractor or any of its agents encounter or have reason to believe that asbestos-containing material is present while performing work, they shall notify the Appointed Evergy Representative immediately.
4. Contractors shall take the necessary precautions to prevent disturbing insulation adjacent to the work.
5. If the work cannot be continued without disturbing or exposing such material, Contractor shall stop work in the immediate vicinity.
6. After Contractor notifies Evergy that it has reason to believe that it has encountered asbestos or asbestos-containing material, Evergy will examine the material and determine whether asbestos is present.
7. Evergy shall then notify Contractor of its determination. If asbestos is not present, Contractor shall immediately resume any of its operations that have been stopped.
8. If asbestos removal work is being performed, Contractor shall complete the Daily Activity Report form provided by Evergy. The form shall be submitted to the Appointed Evergy Representative each day the work is being performed.

Note - Contractor shall not use any materials containing asbestos or ceramic fiber at any Evergy Sites. Use of such materials will require immediate removal and replacement at Contractor's expense. If no alternate material or equipment can be utilized, Contractor must obtain written approval from Evergy before bringing such material or equipment on site.

## 9.2 Barriers, Barricades and Safety Tape

1. Adequate and proper fencing, barricading, signage and lighting of construction areas that are temporarily closed for normal Site use shall be barricaded.
2. Everygy will provide yellow caution tape, orange warning tape, red danger tape, white and red asbestos tape, which will be utilized by contractors at all generating facilities. Contractors shall provide their own barricading signage, such as X-ray radiation hazards, lasers and powder-actuated tools use, etc.
3. Boundary areas or barricaded areas shall be made as small and as unrestrictive as possible while still ensuring personnel safety.
4. All safety tape that is put up shall have the following information attached to it:
  - a. Date placed.
  - b. Contractor name.
  - c. Foreman responsible for tape and phone number to contact him/her.
  - d. Description of work being done.
  - e. Hazard requiring the barricade.

This can be accomplished using a blank tag or sign. The tag or sign shall be covered in a plastic sleeve when necessary to prevent weather damage.

5. Tape color codes:
  - a. Caution tape (yellow) – Three-inch wide yellow tape with the word “CAUTION”. This tape may be crossed by personnel that are wearing the proper PPE and are aware of the hazards involved. Yellow tape shall only be used when the hazard could result in no more than minor or moderate injury.
  - b. Warning tape (orange) – Three-inch wide orange tape with the wording “WARNING – AUTHORIZED PERSONNEL ONLY” printed on it in black. This tape shall not be crossed except by authorized employees that have a job to perform within the area isolated by the tape and have been advised of the hazards. Orange tape shall be used when the hazard could result in death or serious injury and personnel entry is required. If it is impossible to access an area due to a WARNING boundary, the area’s owner should reposition the boundary to allow access if possible. If it is not possible, the boundary shall be removed as soon as practical. Crossing a WARNING boundary as a short-cut is not permitted at any time.
  - c. Danger tape - Three-inch wide red tape with the word “DANGER” printed on it in black. This tape shall not be crossed at any time for any reason. Red tape shall be used when the hazard could result in death or serious injury and the area will not be manned. Asbestos tape – Three-inch wide white tape with the word “ASBESTOS” in black lettering. The tape should also contain the required OSHA signage printed on it (OSHA 1910.1001(j)(3)(ii)[A]). This tape can only be crossed if the requirements of SR-020: Handling Asbestos are met.
  - d. Asbestos tape (white and black) – [Three-inch wide white tape with the word “ASBESTOS” in black lettering. The tape should also contain the required OSHA signage printed on it (OSHA 1910.1001(j)(3)(ii)[A]).]



- e. Retractable tape barriers may be used if they are the proper color. If the tape does not have the appropriate warning printed on it, a sign containing the proper hazard warning (e.g. "WARNING – AUTHORIZED PERSONNEL ONLY") will be attached to the tape at every section of the barrier. This is in addition to the information tag/sign.
- f. Review the location of the tape to ensure that all avenues of approach are marked to warn personnel of the potential hazards.
- g. Safety barriers that remain in place for extended periods should be periodically inspected to ensure they are still functional.
- h. The safety tape shall not be taken down until the hazard that required its posting no longer exists.
- i. Safety tape shall not be utilized for guarding or protection fall hazards.

### 9.3 Blasting

Prior to any blasting, the Contractor shall submit a Blasting Plan to the Evergy Construction Safety Representative or Appointed Evergy Representative for comment and approval.

1. Blasting areas will be barricaded and manned by the blasting Contractor to keep individuals from entering the blasting area.
2. An audible alarm or warning shall be sounded to warn of the impending blast and to signal an all clear after the blast.
3. Explosives shall not be stored on Evergy's property without prior written approval from Evergy.
4. A verbal blast notification shall be given to the Appointed Evergy Representative before blasting can commence.

### 9.4 Confined Spaces

Evergy has conspicuously posted signage throughout its facilities that identifies the location of confined space areas. Confined space areas being newly constructed will not be posted by Evergy until the confined space area is turned over to Evergy's care, custody and control. It is the responsibility of the Contractor to identify permit-required confined space areas as outlined in OSHA standard 1910.146.

1. The Contractor is solely responsible for determining permit required confined spaces under its written confined space program. All Evergy confined spaces should be deemed permit-required unless determined otherwise by atmospheric monitoring and other hazardous assessments which is the responsibility of the contractor.
2. Contractor shall document the atmospheric monitoring results and document the hazard assessment of the confined space(s) its employees enter. This document shall be posted at the primary entry location(s) for all to review. The confined space evaluation and identification document shall be completed and posted prior to entry of confined space. A Sample *Confined Space Evaluation and Identification form* can be found at the following link or by contacting the Appointed Evergy Representative.

3. Contractors are responsible for providing all entry and supervisory personnel and entry approval activities for confined space entry tasks. This includes rescue personnel. Evergy requires that rescue equipment and trained rescue personnel be ON SITE prior to performing permit required confined space work activities to ensure that rescue will be prompt. Due to the location of Evergy Generating facilities, the use of the local fire department may not be utilized as a means of rescue as this will not allow for "prompt rescue." Evergy will not perform atmospheric monitoring for confined space entry.
4. Evergy will apprise the Contractor with experience Evergy has with the confined space.

In addition to the above, Contractors requesting access to a space for the purpose of investigation, testing or data collection that Evergy has determined to be a permit-required confined space (PRCS) will adhere to the following:

- a. The Contractor will make its request known by contacting the Appointed Evergy Representative for its activities at the facility.
- b. The Appointed Evergy Representative responsible for the Contractor will request access to the PRCS from the employee in authority of the PRCS. The employee in authority will coordinate access to the PRCS as the work schedule allows and when entering the PRCS poses no additional danger to any persons as a result of the entry.
- c. The Appointed Evergy Representative, or its designee, responsible for the Contractor will accompany the Contractor assigned to enter the PRCS, provided that whoever accompanies the Contractor Representative is trained and qualified as a PRCS entrant.
- d. The Contractor and Appointed Evergy Representative will be logged as entering the PRCS by the attendant on the PRCS daily activity log at the time they enter the PRCS, and will be logged as exiting the PRCS by the attendant on the daily activity log when they exit the space.
- e. When working in confined spaces, compressed gas cylinders must be kept outside of the space. Valves shall be turned off at the regulator when going to break/lunch and the regulators shall be removed during shift change.

## **9.5 Compressed Gas**

1. An anti-flashback device shall be attached at the torch body or oxygen acetylene gauges.
2. Contractor employees shall not use acetylene in a free state at pressures higher than 15 psi.

## 9.6 Cranes

1. All operators of mobile cranes shall be Certified Crane Operators (CCO) and a copy of the certification shall be provided to the Evergy Construction Safety Representative or Appointed Evergy Representative.
2. Crane critical lift plans shall be submitted to the Evergy Construction Safety Representative or Appointed Evergy Representative for review. The contractor's critical lift procedure shall meet or exceed the procedures as outlined in *the sample Crane Lift Procedure and Plan*. This sample form can be found at: <https://www.evergy.com/partner-with-us/contractors>
3. The Contractor shall provide the Evergy Construction Safety Representative or Appointed Evergy Representative with a copy of the annual crane safety certification for each crane brought on the job before crane set up.
4. When making a lift, only the signal person shall be allowed to enter within the rotating barricaded area and must be visible to the crane operator at all times in order to relay the signals during the lifting operations.
5. Crane inspections shall be conducted and documented.

## 9.7 Electrical

1. Evergy panels are arc-flash labeled, according to the 2015 version of the NFPA 70E, Article 130.5(D) and 130.7(E)(1) standards. Any contractors performing electrical work requiring examination, adjustment, service or maintenance while equipment is energized, and thus creating a potential for an arc flash incident to occur, must be qualified and comply with the labeling conditions that identify the critical personal protective equipment requirements. If Contractor is utilizing their own Electrical Work Permit, they must obtain review and approval from Plant Management. Contractor's energized work permit must meet or exceed Evergy's. If Contractor does not have an energized work permit, Evergy's work permit will be utilized. If Contractor encounters panels that are not labeled or they have questions, Contractor shall consult with their Appointed Evergy Representative immediately before work can be commenced.
2. Controls that are to be deactivated during the course of work on energized or de-energized equipment or circuits, shall be tagged as defined in the Hold Procedures.
3. Low impedance meters, including Wiggy/Wiggins meters are not allowed to be used in any Evergy Generating facilities by contractors or others. Contractors should not have these meters on property for any reason.

## 9.8 Equipment Release

Any tools, supplies, equipment or other items loaned by Evergy to Contractor shall be done solely as a convenience to Contractor. Contractor agrees that such items are being loaned "as is" and Evergy makes no representation as to the condition, suitability for use, freedom from defect, or otherwise. Contractor shall, at its own cost, defend, indemnify and hold harmless Evergy, its officers, agents, partners, employees, assigns and successors in interest and its corporate affiliates and their officers, agents, partners, employees, assigns and successors in interest, from and against any and all liability, damages, losses, claims, demands, actions, causes of action, cost (including attorneys' fees and expenses) or any of them, resulting from the death or injury to any person, or damage to any property, arising out of any actual or alleged use, delivery or transportation of any and all loaned tools, supplies, equipment or other items having defects or claimed to be defective.

## 9.9 Excavation/Trenching

The following are required for all trenches, unmarked or unlit holes and excavations:

1. Contractors are required to have a Competent Person inspect the excavation prior to each shift if persons are expected to enter or if water has accumulated or other hazard creating event has occurred.
2. Prior to excavation, trenching and ground penetration procedures, Contractor shall complete the Ground Penetration, Excavation and Shoring documentation as identified in Evergy's Generation Safety Rules and Procedures (*SR-023 Attachment 9.1*). The completed document shall be given to the Appointed Evergy Representative for review prior to work activities commencing. Upon excavation close-out, final copy shall be given to the Appointed Evergy Representative. The Ground Penetration, Excavation and Shoring document can be found at:  
<https://www.evergy.com/partner-with-us/contractors>
3. On Evergy property or projects, the soil shall be deemed as Class C soil and excavated accordingly.
4. All excavations shall be barricaded with the appropriate barrier tape and other protective devices as required. Open trenches, excavations, and temporarily stockpiled material at the construction site shall be prominently marked with flags and lighted during hours of restricted visibility and/or darkness.

## 9.10 Fall Protection/Prevention and Rescue

1. Fall protection is required for anyone working at heights of four (4) feet or more above the surface. When utilizing aerial work platforms, OSHA regulations should be followed. All exposed employees will be protected from fall hazards via the usage of personal fall arrest systems, guardrail systems and/or safety nets. Usage of "warning line," "monitor" and/or "controlled access zone" systems as a sole means of fall protection is prohibited.
2. Contractors utilizing an engineered/designed horizontal lifeline shall have the appropriate documentation as to the engineer's drawing with engineer's seal. This information shall be provided to Evergy Construction Safety Representative or Appointed Evergy Representative for review and prior to installation.

3. Any deviation from the fall protection policy described above must be approved by the Evergy Construction Safety Representative prior to the work/task commencement.
4. Prior to Contractor implementing any alternative means of fall protection, a site specific plan, regarding the deviation, must be submitted to the Evergy Construction Safety Representative or Appointed Evergy Representative for review and comment.
5. Evergy requires that contractor rescue equipment and trained contractor rescue personnel, be in place to ensure that rescue will be prompt.
6. Personnel using ladders must maintain three (3) points of contact unless a fall arrest system is used.

#### **9.11 Fire Protection and Prevention**

1. Contractors shall comply with the latest revision of Evergy's Generation Safety Rules & Procedures (SR-013 – Hot Work Permit.) These safety rules and procedures are available upon request.
2. In addition to the above requirements, all Contractor employees must comply with the following additional safety requirements:
3. Contractor alone shall be responsible for providing adequate fire protection in its work areas for fighting incipient stage fires.
4. Contractors shall provide adequate fire protection equipment in each of their storage areas, offices, and other temporary structures. This includes temporary structures that the Contractor may have custody, control or possession.
5. Contractor shall operate all temporary heating facilities in a safe manner at all times. Salamanders, open flame ,or other methods of heating that constitute a hazard to personnel or property shall not be used.
6. Contractors shall make reasonable efforts to not use untreated canvas, paper, plastic, and/or other flammable, flexible material on-site for any purpose. If such material is on equipment or other items that arrive at the Site, the Contractor shall remove the material and replace it with an acceptable covering as soon as possible, prior to moving the equipment or other items into the work area. Acceptable flexible material shall be flame resistant and waterproof.
7. The Contractor shall not permit corrugated paper and fireboard cartons to be in the construction area. If equipment or other items arrive at the work area packed in these types of material, the Contractor shall unpack and remove the material as soon as possible.

## 9.12 Hazard Communication - Process Chemicals

1. Evergy has several process chemicals on-site. Contractors will be notified of Evergy chemicals affected by or near their work areas during their job briefing. Copies of the chemical Safety Data Sheets (SDS) are available for review by Contractors. Requests for SDS' should be submitted to the Evergy Construction Safety Representative or Appointed Evergy Representative.
2. Evergy will provide Contractors with a copy of Evergy's Chemical Collection list for each affected site , upon request. If Contractors need to bring chemical products (e.g., single chemicals and chemical mixtures) onto Evergy property that have not been evaluated and approved by Evergy, , they must request that these chemical products be evaluated by the Evergy Chemical Standards Committee through Evergy's designated Chemical Evaluation Process. This process requires that Contractors submit copies of Safety Data Sheets (SDS) for all chemical products which meet the criteria of Evergy Guideline for Approval of Contractor Chemical Products to their Appointed Evergy Representative prior to the start of the project. In an effort to eliminate evaluation and approval delays, the SDS submittal should occur at the time of bid or initial SOW discussions. Once the Appointed Evergy Representative receives copies of all SDS's, they will initiate the evaluation process. The Appointed Evergy Representative will notify the Contractor of the results of the evaluation. Chemical products are approved for general use, conditional use, or rejected and not allowed on Evergy property.
3. Contractors are designated as waste generators for all chemicals they bring onto Evergy property. As such, all chemicals brought on-site by Contractors must not be left on Evergy property and must be removed or disposed of by the Contractor. Evergy reserves the right to refuse a Contractor request to use a specific chemical on site.
4. Contractors shall provide hazardous waste response supplies (HAZWOPER) and shall develop a spill response plan for any hazardous waste materials brought on-site, such as boiler chemical cleaning process, mobile equipment leaks and/or transformer oil recirculation or change, etc.

## 9.13 Housekeeping & Sanitation

1. Good housekeeping affects safety, quality, and production. It is the responsibility of every Contractor on-site to keep their work area clean. Contractors are responsible for trash and debris that is generated by their work. Trash and debris must be collected and placed in proper containers on a daily basis. If Evergy is required to assign cleanup to another Contractor because of non-performance, the non-compliant Contractor will be liable for the total cost incurred.
2. Trash shall not be randomly thrown off a floor or through openings in the floor. Trash chutes, trash boxes, or other approved means such as barricading and/or flagging shall be utilized.
3. Cords, hoses and cables shall be hung or placed out of walkways.

## 9.14 Hold Procedure – Lock Out/Tag Out

Equipment will be divided into two (2) categories:

1. New Equipment – Equipment that is being installed by a Contractor and Evergy has not begun to operate on a regular basis. New equipment is addressed below in the section entitled, "Lock Out/Tag Out Procedures."
2. Existing Equipment – Existing equipment that Evergy operates on a regular basis. Existing equipment is addressed below in the section entitled, "Hold Procedure." The Hold Procedure must be followed by both Evergy and Contractor employees after equipment is turned over and operated by Evergy.
3. A Lockout/Tag-out of equipment to isolate energy sources from Contractor employee exposure shall be the primary means of protection for new equipment not yet released to Evergy.
4. Lockout/Tag-out procedures shall be used by the Contractor employees to prevent personal injury and/or property damage that could result from the unexpected start-up or shutdown of electrical, mechanical, hydraulic, pneumatic, thermal or chemical process energy.
5. Hold tags, and the equipment they are attached to, are not to be operated or tags removed. Only Evergy personnel are authorized to place tags and/or operate the equipment they are attached to.
6. Lockout/Tag-out procedures shall be used prior to performing tie-in operations, maintenance, repair or adjustment of any device where exposure to hazardous energy sources may occur.
7. Contractor employees who are affected by Lockout/Tag-out shall receive documented training provided by their employer.

Contractors shall comply with the latest revision of Evergy's Generation Safety Rules & Procedures, (*SR-0004 – Hold Procedure*.) These safety rules and procedures are available upon request.

## 9.15 Lead Based Paint

1. Evergy's existing facilities may contain lead based paint containing materials.
2. If Contractor or any of its agents is required to perform work on any of the existing structures or facilities, the possibility exists that lead based paint containing material may be encountered during the execution of work.
3. Should Contractor or any of its agents encounter, or have a reason to believe that lead based paint containing material is present while performing work, they shall notify the Appointed Evergy Representative immediately.
4. Contractors shall take necessary precautions to prevent disturbing any painted surface, which includes grinding, sanding, welding and or cutting of any painted surface.

5. If work cannot be continued without disturbing a painted surface, Contractor shall immediately stop work and notify the Appointed Evergy Representative.
6. Evergy will investigate the material and determine whether lead-based paint is present.
7. Evergy shall then notify Contractor of its determination. If lead based paint is not present, Contractor shall immediately resume any of its operations that have been stopped.
8. If lead abatement work is being performed, Contractor shall complete the Daily Activity Report form provided by Evergy. The form shall be submitted to the Appointed Evergy Representative each day the work is being performed.

#### **9.16 Rigging**

1. Contractors utilizing specialty rigging (i.e. spreader bars, slings, hooks, etc.) shall have the appropriate documentation as to the engineer's drawing and engineer's seal and a copy of the documentation shall be maintained in the Contractor's office until the rigging leaves the facility.
2. Stand Pipe and rigging is to be inspected each work shift.
3. Rigging shall be placed at each joint and below the flange clamp with standard rigging hardware.
4. Rigging shall be secured to a structural member capable of supporting the intended loads imposed.
5. Rope can be used as a secondary safety for lashing the stand pipe to the structure.
6. Standpipe and its rigging hardware shall be dismantled after the project is completed.

#### **9.17 Mobile Equipment**

1. Only authorized and properly identified vehicles shall be allowed in the Project work area. Vehicles must have an identification of a company name, insignia, logo or initials on each side of the vehicle. These markings must be either a decal or painted on the vehicle. The markings must be easily visible from a 50-foot distance.
2. Seatbelt use is required while operating vehicles or powered equipment on Evergy property.
3. No vehicle or equipment operator shall dismount any equipment without first turning off the engine and/or securing the equipment from movement.
4. All vehicles with obstructed view to the rear shall be equipped with a functioning back-up alarm.
5. Heavy equipment with rotating superstructures shall be guarded in such a manner that rotation of the superstructure shall not present a hazard to pedestrians or infringe into any traffic lane.
6. Powered industrial equipment such as Kabotas, Gators, tractors, etc. shall be equipped with roll-over protection, seat belts and head and tail lights. Other lighting may be required by the Site.
7. Mobile equipment being utilized in a switchyard must be maintained and grounded.



- a. When boom trucks, aerial lift trucks, platforms, etc., are used in the primary area, temporary grounding jumpers shall be interconnected between the equipment and the system neutral. Where the system neutral is not available, the grounding and jumper shall be attached to a driven ground rod.
- b. If for some reason the mobile equipment cannot be grounded, it shall be barricaded.

### **9.18 Scaffolds**

1. Each scaffold must be inspected, approved and tagged by the Competent Person, prior to each shift. Everygy will provide the Contractor with the appropriate scaffold tag designated by the Contractor's Competent Person. Color coded tags represent the following:
  - a. Red tag = scaffold is not approved for use
  - b. Yellow tag = read tag instructions/identify special warnings on tag
  - c. Green = scaffold has been approved for use
2. Guardrail systems consisting of a top-rail, mid-rail and toe-board shall be installed on all open sides and ends of supported scaffolding that is at or above a height of four (4) feet. Contractor shall install netting from toe-board up to the top of anticipated material storage height.

### **9.19 Steel Erection**

1. Steel erection contractors shall develop a site-specific erection plan and shall be provided to the Everygy Construction Safety Representative or Appointed Everygy representative for review and comment before commencement of work.
2. The site-specific erection plan shall be signed and dated by the qualified person(s) responsible for its preparation and modification.
3. In developing a site-specific erection plan, the following information shall be considered:
  - a. Material deliveries, staging, storage and coordination with other trades.
  - b. Description of crane and derrick selection and placement.
  - c. Site preparation and path for overhead loads.
  - d. Securing of loose items aloft.
  - e. Critical lifts, including rigging.
  - f. Description of steel erection activities and procedures, erection of columns, beams, joists, purlins, decking and steel grating.
  - g. Stability considerations requiring temporary bracing and guying.
  - h. Special procedures required for hazardous non-routine tasks.
  - i. Certifications for each employee who has received training for performing steel erection operations and qualified rigger.
  - j. Description of the procedures that will be utilized in the event of rescue or emergency responses.

- k. A letter to proceed with steel erection.

### **9.20 Powered Industrial Trucks**

1. Contractors are responsible for documenting daily inspections of all powered industrial trucks under their care, custody and/or control while on Evergy property.
2. Any equipment found to be defective shall not be used until repaired. Evergy reserves the right to prohibit use of equipment found to be defective.
3. Documentation of training shall be maintained on-site for review by the Evergy Construction Safety Representative or Appointed Evergy Representative.

### **9.21 Welding & Cutting**

1. Screens shall be used to shield Contractor employees and others in the vicinity from direct exposure to arc welding rays.
2. Contractor's performing welding or flame cutting operations above or near raceways, cables, conveyor belts or lighting fixtures that are not shielded by concrete floors or other protective covers, shall protect the raceways, cables, conveyor belts or lighting fixtures from damage by means of fireproof boards or blankets.

### **9.22 Miscellaneous**

1. Air hoses equipped with "Chicago" type fittings shall have safety clips installed at all connections.
2. Contractors making repairs to compressed air lines and/or fittings shall meet the manufacturer's specifications.
3. All material and equipment, such as lightweight construction materials shall be secured to prevent displacement by wind.
4. Trains are used to bring fuel and coal into the plant. No employee is ever allowed to cross a moving train. If access is needed, find an alternative route. Anyone caught climbing over or under a train or riding a train will be subject to immediate discharge from the Site for a minimum of one (1) year. When crossing railroad tracks in front of or behind a parked train, cross at least 20 feet away from the train. Vehicles and heavy equipment must maintain 100-foot clearance and utilize "flaggers" at all intersections. If the 100-foot clearance cannot be maintained, Contractor must contact the Evergy Construction Safety Representative or Appointed Evergy Representative. Staging of material or equipment must maintain a distance of 8 feet from center of tracks. Personnel working or walking on railroad with a locomotive on site must maintain a clearance of eight (8) feet from center of tracks. If no train is on the property, a deviation from this practice must be authorized by a Evergy Authorized Representative.
5. Certain equipment is operated remotely. Contractor shall use caution when working on or around conveyors, motors or other equipment.

6. Contractors must implement any additional measures which the Evergy Construction Safety Representative or Appointed Evergy Representative determine to be reasonably necessary in order to ensure Project safety.
7. Sample permit forms, signage and/or tags are available from the Appointed Evergy Representative.
8. Contractor shall provide training to employees responsible for infectious waste cleanup and this information shall be available upon request to the Evergy Construction Safety Representative or Appointed Evergy Representative.
9. Contractor shall maintain supplies on site to clean up infectious waste resulting from an employee injury.

## **10.0 General Safety - Hazard Awareness Topics**

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### **10.1 Anhydrous Ammonia Awareness**

This section applies to all Contractors performing any type of work (e.g. maintenance or renovation on or in the vicinity of a Process Safety Management covered process.) OSHA 29 CFR 1910.119, Process Safety Management of Highly Hazardous Chemicals.

1. The Appointed Evergy Representative will inform the Contractor of the potential hazards related to Evergy's ammonia systems located on properties. This information will be provided during a pre-bid meeting, Site walk through and/or during safety orientation.
2. The Appointed Evergy Representative will review the Process Flow Diagram (PFD) of the ammonia system, as related to the project scope, with the Contractors during the pre-bid meeting.
3. The Appointed Evergy Representative, during job pre-bid or post bid, walk-through and as appropriate, will point out hazards associated with the ammonia system.
4. Contractors may request further information on the Evergy Risk Management Plan (RMP) for ammonia by contacting the Evergy Construction Safety Representative or Appointed Evergy Representative.

## Anhydrous Ammonia Awareness

Anhydrous ammonia is a colorless gas at standard temperature and pressure. It is toxic and corrosive to some materials and has a characteristic pungent odor. Ammonia is used in the selective catalytic reduction (SCR) system at three of our generating facilities. As a result, ammonia is stored on these sites as it is transferred for usage in the SCR system. These storage tanks are pressurized so that the ammonia is stored in a liquid state. Any release (e.g., from depressurization) of ammonia, however, will result in the ammonia being in gaseous state.

Anhydrous ammonia is stored at the following facilities and in the following amounts:

- Hawthorn Generating Facility** – One (1) 30,000-gallon tank for Unit # 5 and one (1) 9,000 gallon tank for Unit #9
- Iatan Generating Facility** – Two (2) 40,000 gallon tanks
- La Cygne Generating Facility** – Four (4) 60,000-gallon tanks



Ammonia is considered a high health hazard because it is corrosive to the skin, eyes, and lungs. Exposure to 300 parts per million (ppm) is immediately dangerous to life and health. In the case of a worst-case ammonia release at these stations, there is the potential for a release with a concentration of greater than 300 ppm. Ammonia is flammable (at concentration of 15%-28% by volume in air) and can explode if released in an enclosed space with a source of ignition present, or if a vessel containing anhydrous ammonia is exposed to fire. A Material Safety Data Sheet for ammonia is available upon request as part of this Process Safety Management (PSM) awareness review.

### PSM/Risk Management Program

As a result of the ammonia hazards noted above, the stations have developed a PSM/Risk Management Program to minimize the likelihood of and response to ammonia releases, including:

- Hazard assessment that details the potential effects of an accidental release, an accident history of the last five years, and an evaluation of worst-case and alternative accidental releases;
- Prevention program that includes safety precautions and maintenance, monitoring, and employee training measures; and
- Emergency response program that spells out emergency health care, employee training measures and procedures for informing the public and response agencies should an accident occur.

In the case of an ammonia release at the stations, you will be notified to evacuate the site via certain evacuation routes (to be determined and communicated to you upon each event). Additionally, outside emergency responding organizations will be contacted to respond to the release event. You can request to review the station's Emergency Response Program as part of this PSM awareness review.

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## Combustible Dust Awareness

**Coal is the primary source for fuel and combustible dust at KCP&L facilities. Fly-ash, a by-product of burned coal, can be combustible under certain conditions and should therefore be treated as a combustible dust hazard also. These dusts may pose a respiratory risk as well.**

Combustible dusts are fine particles that present an explosion hazard when suspended in air under certain conditions.

For a combustible dust explosion to occur, an ignition source or fire must be present (which includes the three (3) elements necessary for a fire: oxygen, fuel and heat). Additionally two (2) more elements must be present for an explosion to occur: Confinement and Dispersion.

A dust explosion can be catastrophic and cause employee deaths, injuries, and the destruction of entire buildings. In many combustible dust accidents, employers and employees were unaware that a hazard even existed.

The Chemical Safety Board's (CSB) report on combustible dust explosions reports that there have been over 280 fires and/or explosions, 119 fatalities and 700 injuries have occurred from 1980 – 2005. More than 70 additional combustible dust explosions have occurred since 2005.

In many events, an initial (primary) explosion in processing equipment or in an area where fugitive dust has accumulated may dislodge accumulated dust into the air or damage a containment system (such as a duct, vessel, or collector). As a result, if ignited, the additional dust dispersed into the air may cause one or more secondary explosions. These secondary explosions can be far more destructive than the initial explosion due to the increased quantity and concentration of dispersed combustible dust resulting in additional deaths as well as other damage.

Because coal dust can be easily dispersed into the air, **do not attempt to extinguish any fire in a posted or known combustible dust area. Immediately vacate the area and report any fire immediately to the Control Room.**

To review Evergy's fire prevention and emergency procedure, contact your Appointed Evergy Representative. Refer to the Contractor Safety Requirements (CSR) Handbook for Fire Protection and Prevention information.

Except when allowed by a Evergy Hot Work permit, only non-sparking tools and intrinsically safe equipment shall be used in any posted combustible dust area. This restriction applies to all types of communication equipment as well. Contact your Appointed Evergy Representative for information regarding the Evergy Hot Work procedure.

The Electrical Classification of the area may include restrictions and your Appointed Evergy Representative should be contacted for any additional information.

Housekeeping is performed at specific intervals to control combustible dust hazards. Your Appointed Evergy Representative will check with the Shift Supervisor and Fuel Supervisor for housekeeping schedules that will take place in the areas you will be working in. For additional information on Evergy Combustible Dust Hazard Control Program and Evergy Safe Work Practices and Housekeeping, contact your Appointed Evergy Representative.



## Nuclear Safety Awareness

**While working at Evergy, please be aware that some facilities may have nuclear sources located on pieces of equipment within the generating facility.**

- 1.** Sealed nuclear sources – any radioactive material or by-product encased in a capsule designed to prevent leakage or escape of the material. Shielding ensures that radiation exposure is limited to background levels.
- 2.** Each Evergy generating facility, that houses nuclear sources, will have a Radiation Safety Officer (RSO) – a Evergy employee stationed at each site that is responsible for meeting all local, state and federal requirements that pertain to sealed nuclear sources at their site.
- 3.** Each facility RSO will maintain a list of nuclear sources and their locations. To obtain a copy of this list, Contractors shall request a copy from their Appointed Evergy Representative.
- 4.** Radiation signs shall be posted near all sealed nuclear sources.
- 5.** Prior to working within one foot of a sealed nuclear source with a shutter, its shutter shall be tagged in the closed position in accordance with the Radiation Safety Program Standard Procedures.
- 6.** For sealed nuclear sources that have a lockout device that closes a shutter over the source window, the lockout device shall only be operated by properly-trained personnel.



**In the event of a fire, explosion or other damage that might affect the integrity of the sealed housing:**

- a.** Contact your Appointed Evergy Representative or Radiation Safety Officer (RSO) as soon as reasonably possible.
- b.** Avoid the area until the RSO determines radiation levels in the area have not increased above background levels.
- c.** If radiation levels have increased, the RSO will rope off the area in accordance with SR-017: Barriers, Barricades and Safety Tape to prevent employees from being exposed to radiation above background levels.

## **11.0 Accident Reporting and Investigation**

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1. In the event of a work-related incident resulting in a Contractor employee injury or near miss, Contractors shall notify the Control Room immediately. The Control Room numbers are located in Section 3.0 – Emergency Contacts. The Contractor shall also notify their Appointed Evergy Representative.
2. Contractors shall provide the Evergy Construction Safety Representative or Appointed Evergy Representative with the Evergy Initial Report of Incident, in writing, within 24 hours of the accident. Hard copy or electronic formats are acceptable.
3. If requested a copy of the PTP, JSA or JHA form associated with the incident shall accompany the injury report.
4. Contractors shall initiate an incident investigation within 24 hours of the accident. If this requirement cannot be met, Contractor shall communicate this to the Evergy Construction Safety Representative or Appointed Evergy Representative in writing. This communication shall include the issues causing delay and an identified initiation date agreed to by the Evergy Construction Safety Representative or Appointed Evergy Representative.
5. Contractors shall provide a completed accident investigation report within three (3) working days of the incident. In the event their investigation requires more time to investigate due to the complexity of the incident, Contractors shall communicate this to the Evergy Construction Safety Representative or Appointed Evergy Representative in writing. This communication shall include the issues causing the delay and an estimated investigation completion date.
6. The incident investigation report shall contain the corrective measures to be implemented by the Contractor to prevent a recurrence. The Contractor may provide a separate document to meet this requirement. In either case, the implementation schedule for the corrective actions shall be submitted within three (3) working days. If more time is needed to implement the corrective actions, the Contractor shall notify the Evergy Construction Safety Representative or Appointed Evergy Representative in writing. This communication shall include the issues causing the delay and an estimated completion date. In the case of delayed reporting, the Contractor shall notify the Appointed Evergy Representative or the Evergy Construction Safety Representative.

### **11.1 First Aid Cases**

1. All first aid injuries shall be documented for record keeping purposes.
2. In the event a first aid case develops into a Contractor employee injury, Evergy requires that the accident reporting and investigation procedure be initiated as outlined previously.

## 11.2 Additional Information

Contractors will maintain a monthly list identifying all first aids, near misses, recordable injuries, and total man hours worked. This information shall be provided on company letterhead or via e-mail to the Evergy Construction Safety Representative upon request.

## **12.0 Emergency Action / Emergency Response Plan**

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In order to maintain a safe and healthy work environment in emergency situations, Evergy has developed this emergency action plan to help safeguard Contractor employees while working on Evergy Sites. All Contractor employees will be trained in the use of this plan and informed of their role in implementing it during their required safety orientation training. This policy is mandatory and must be strictly followed by all Contractors and their personnel while working on Evergy Sites.

### 12.1 General Evacuation Procedures

When notified of an emergency evacuation (an audible alarm/verbal announcement will be used by Evergy to alert employees of an evacuation), Contractors must immediately evacuate their personnel from the Project Site, perform a head count and report missing personnel to Evergy. When evacuating any building, structure or job site, employees should utilize the nearest exit to them. Personnel will remain at the designated site until an all-clear is announced or further evacuation steps are ordered.

## **13.0 Noncompliance**

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To the extent practicable, Evergy will monitor Contractor compliance with the requirements of this manual, as well as any applicable local, state and/or federal safety regulation(s). The Evergy Construction Safety Representative will notify any Contractor, in writing, of its noncompliance with established safety regulations when such noncompliance becomes known to Evergy. At the time of notification, an abatement date will be issued. This is a date in which the hazardous act/condition must be abated by. Contractors shall provide a written statement describing the corrective actions taken to abate hazards associated with the noncompliance as outlined by Evergy.

Items identified as Imminent Danger or Serious violations will be immediately communicated to Contractor supervision so the hazard can be corrected. If a situation cannot be immediately corrected, the Evergy Construction Safety Representative or any Evergy employee may stop work on the specific task until corrective actions are completed.

If the Evergy Construction Safety Representative or Appointed Evergy Representative notes any noncompliance with these safety requirements, or is advised of such noncompliance by Site employees or by a governmental agency with the authority to enforce safety regulations, the Evergy Construction Safety Representative or Appointed Evergy Representative shall perform the following:

1. Notify the Contractor of the noncompliance and of the corrective action required. This notice, when delivered to the Contractor or the Contractor's Representative at the site of the work, shall be deemed sufficient notice of the noncompliance to immediately implement corrective action.



2. Exercise the right to issue a suspend-work order stopping all or part of the work if the Contractor fails or refuses to take corrective action within the time specified in the notice. The order will remain in effect until satisfactory corrective action has been taken.
3. Deny any claim or request from the Contractor for an adjustment for additional time or money on any suspend-work order issued under these circumstances.
4. Require the removal from Evergy's property of any Contractor employee or piece of equipment that is deemed to be unsafe.

Evergy reserves the right to remove and/or request a replacement for any Contractor Representative due to his or her noncompliance with the items listed above. This shall be done at the direction of the Appointed Evergy Representative responsible for the Contractor's work project, and at no additional cost to Evergy.

### **13.1 Employee Conduct**

1. Gambling, fighting, creating a disturbance or horseplay will not be tolerated.
2. Evergy conforms to all state and local laws for smoking, (i.e. in Missouri: Indoor Clean Air Act, RSMo 191.765 and Kansas City Article XII, Sec. 34-471). Smoking is prohibited in certain places:
3. Smoking is prohibited in any office building, elevators, restroom, temporary contractor structures or any other enclosed area.
4. Smoking (vaping) e-cigarettes is prohibited in enclosures just like regular cigarettes, cigars or other apparatuses. Meaning, the same rules apply to e-cigarettes as regular cigarettes.
5. Smoking is strictly prohibited near fuel areas.
6. In Kansas facilities, smoking is not permitted within 10 feet of outside entrances, operable windows and ventilation systems.

## 14.0 Disciplinary Action

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Evergy is committed to providing a safe and healthful work environment for all employees, visitors and vendors that remains free from recognized hazards. To help achieve this goal, Contractors are expected to develop and implement a disciplinary action program for their employees that must be included in the Contractor's Health and Safety Program. Evergy reserves the right to remove or exclude entrance to any person at any time. Evergy has zero tolerance with regard to the rules below:

1. Any Contractor employee engaged in fighting, creating a disturbance or horseplay on Evergy properties, job sites or in a vehicle.
2. Any Contractor employee found with a weapon and/or firearm in their possession while inside a Evergy facility.
3. Any Contractor employee found under the influence of, or in the possession of, alcohol, narcotics, tranquilizers or any illegal substance.
4. Any Contractor employee not utilizing fall protection equipment, PPE, safe work practices, etc.
5. Any Contractor employee caught crossing between railroad cars or climbing a parked or moving train.
6. Any Contractor employee found tampering with or removing a Hold tag or operating equipment with a HOLD tag on it.
7. Any contractor employee found entering a confined space prior to the hazard assessment.
8. Any act of blatant disregard for the above-stated rules will be viewed as a conscious attempt to circumvent Evergy safety standards and will be dealt with accordingly.
9. Follow all posted speed limits while driving on Evergy property. This will be monitored and speeding will not be tolerated.
10. Any Contractor employee who is found to be in violation of these safety rules or other Evergy policies or procedures is subject to immediate removal from the job site.
11. Violations may result in extended or permanent banishment from Evergy property.

## 15.0 Conclusion

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This program does not attempt to identify every potential hazard, act, accident or injury to Contractor employees. It does not absolve any Contractor while on Evergy Sites of its responsibility for the safety of its employees or member of the general public affected by its operations. This program is a tool to assist in management of those responsibilities.

Evergy does not assume responsibility for the Contractor's or subcontractor's compliance with any safety standards or laws. Compliance with these standards (such as OSHA regulations) is the sole responsibility of the Contractors and subcontractors working on Evergy property.

**The Contractor shall not receive additional payment or reimbursement for safety items and procedures which have been identified as required by Evergy's Contractor Safety Requirements.**