



Safety
General Safety Policy

Policy Owner	VP of Safety
Policy Approver(s)	VP of Safety and CEO
Related Policies	See SAF-POL-000
Related Procedures	See SAF-POL-000
Storage Location	Safety SharePoint
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Purpose

GreenWaste safety policies and procedures exist to meet or exceed regulatory requirements, while leveraging industry best practices. Safety is the responsibility of every individual, and every individual is expected to understand and follow all rules, regulations, policies, and procedures applicable to the work being performed. Additionally, employees shall obey all posted signs, warning labels, and safety alerts. The GreenWaste safety program assists in preventing harm to employees, the public, the environment, and operating assets by following basic safety and health guidelines and procedures.

Scope

This procedure applies to all GreenWaste employees and personnel conducting business on the company's behalf and personnel working on GreenWaste controlled property and are meant to set the standard for visitors and guests. The program and all aspects identified in each section shall be communicated in a readily understandable manner to all employees and a copy shall be accessible to all employees. The goal of this Safety Program is to create processes to identify, evaluate and mitigate potential unsafe work conditions so incidents, injuries, and job-related illnesses are minimized, if not eliminated.

Governing Laws & Regulations

This policy is meant to meet or exceed all local, state, and federal laws (including DOT, OSHA, and Cal OSHA) in which GreenWaste operates and where the employee is performing work, therefore all laws shall supersede this policy.

Responsibilities

The following roles have basic responsibilities in the overall Safety Program and shown below are merely a representative listing.

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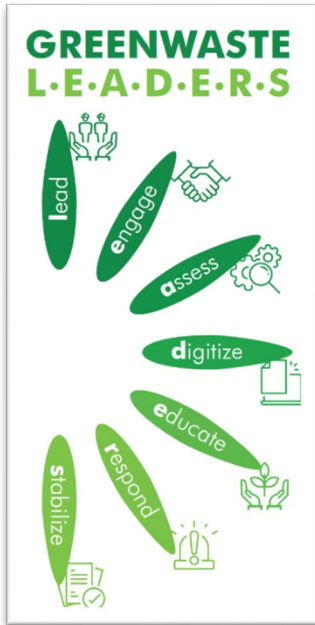


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- GreenWaste CEO
 - Lead and manage GreenWaste Executive Leadership Team in pursuit of safe and reliable operations
 - Sets the organization's overall safety culture and priorities
 - Builds organizational structure to safely operate the business
 - Monitor safety performance and allocate necessary resources to support Safety Program and site-specific needs to address gaps
 - Engage with Board of Directors on all matters of health & safety as they escalate
- GreenWaste VP of Safety
 - Lead the development of the overall Safety Program for GreenWaste by engaging personnel with expertise to create effective processes
 - Monitor the effectiveness of the Safety Program
 - Recommend improvements towards the effectiveness of this program
 - Assist in the development and presentation of policy and training materials
 - Assures incidents are prepared for and responded to with Emergency Action Plans and investigations are effective in root cause identification and learning
 - Work with other GreenWaste Executive Team Leaders including Operations and Human Resources to align Safety with the overall business operation
- General Managers and Supervisors
 - Locally oversee implementation of all health and safety programs including the Injury and Illness Prevention Plan (IIPP) at their site
 - Develop and manage site specific health & safety risks and programs which are not included in the GreenWaste corporate Safety policies
 - Engage GreenWaste senior leadership to address any issues or change requests to support the Safety Program
 - Discipline and escalate as needed any local violations of GreenWaste policy
 - Oversee hiring, training and development of local workforce on Safety policies
 - Manage the daily safe execution of work at their facility in conformance with company policies
 - Ensure contractors and visitors are signed in and aware of safety rules
- Employees and Contractors
 - Employees will execute work in accordance with the GreenWaste Safety policies and local facility rules, and assure all work on-site by co-workers, contractors and visitors is safely performed per policy
 - Employees are responsible for remaining current on required Safety related training
 - Contractors will obtain necessary authorization to perform work at a facility, have current certifications as needed, be familiar with Safety policies of their respective company, and perform all work activities to the standards that have been set
 - All employees and contractors have the right and obligation to utilize their Speak Up Authority if any Safety concerns are not addressed and are expected to raise to leadership any opportunities for program improvement

Safety Mission Statement

GreenWaste believes the health and safety of all employees, partners, customers, and communities in which we operate is foundational to being a premier waste collection, processing, and recycling provider. Our culture for reducing risks is achieved through seven "LEADERS" principles:



1. **Lead:** All levels of GreenWaste leadership are fully committed to the zero-accident vision and are active in understanding the workplace hazards and establishing processes to prevent accidents.

2. **Engage:** The entire workforce is authorized and encouraged to “Speak Up” regarding safety and safety concerns from the community are welcomed and addressed.

3. **Assess and analyze:** Vehicles, facilities and equipment are proactively inspected and maintained to a high standard to assure they are fit-for-service. . Incidents, from near misses to injuries, and accidents are analyzed to determine root causes and develop immediate actions to prevent future incidents from occurring.

4. **Differentiate** – What makes us different? Innovation and the ability to adapt and change improving human performance and efficiency by creating a high performing safety culture.

5. **Educate:** Training and coaching promotes competency, operational readiness, and career growth.

6. **Resources:** Greenwaste continues to invest in people, such as our safety teams at each location and Corporate safety team, and equipment, for example 3rd eye and fire rover.

7. **Straightforward:** Clear and consistent safety programs are developed, refined, and regularly communicated to the workforce to maintain a safe work environment.

Speak-Up for Safety

All GreenWaste employees and contractors have the authority, obligation, and responsibility to “speak-up” when work is unsafe or potentially unsafe. While efforts are made to plan for safe operation and work execution, GreenWaste recognizes that work conditions may change from what was planned and local response to intervene is essential. The process of speaking-up to question work safety is often informal, immediate, and designed to be conducted without generating harsh feelings or feeling intimidated. GreenWaste strictly prohibits retaliation against an individual who speaks up about any safety issues or concerns.

General Safety Rules

The General Safety Rules must be followed by all workers, contractors and visitors that enter GreenWaste properties:

- Safety is the responsibility of every individual, and every individual is expected to understand and follow all rules, regulations, policies, and procedures applicable to work being performed. In addition, employees shall obey all posted signs, warning labels, and safety alerts.
- Personnel visiting or working at GreenWaste facilities shall receive the necessary safety orientation so as to understand the hazards at the site, safety expectations, and what to do in an emergency. This may include watching safety orientation videos and handouts or a briefing by the GreenWaste host.
- All injuries, incidents, near misses, unsafe conditions, spills, and/or property damage are to be reported to a supervisor and shall be reported using the GreenWaste incident reporting process.



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- Smoking is allowed in designated areas only. All GreenWaste offices are designated as non-smoking areas.
- Fire extinguishers, emergency air supplies, eyewash stations, first-aid kits, emergency communications and all other emergency equipment shall be in good condition, inspected regularly, and kept unobstructed. Employees are expected to be familiar with the location of such equipment.
- Fighting or horseplay is prohibited.
- Hazardous and flammable materials will be properly labeled and stored, and Safety Data Sheets will be made available.
- Proper lifting techniques, including obtaining assistance or use of mechanical lifting aids should be used for lifting all loads.
- A supervisor shall be immediately informed of unauthorized entrants or visitors.
- No one shall knowingly be permitted or required to work while his or her ability or alertness is so impaired by fatigue, illness, or other causes that it might unnecessarily expose themselves or others to injury.
- The Safety Program is developed in English and Spanish languages.

Employee Standard of Conduct

Standards of conduct have been developed for all employees to maintain day-to-day relations with fellow employees. In addition to other policies reflected in the GreenWaste Employee Handbook the following list, which is not exhaustive, illustrates examples of conduct that may result in disciplinary action up to and including termination and potential legal action:

- Possession or use of alcohol or controlled substances on the job or reporting for work under the influence of either. This may include use of drugs or alcohol during off work hours, if it affects the employee's efficiency and/or safety on the job.
- Violation of established safety rules.
- Failure to report work-related injuries and illnesses, regardless of their extent or nature, unsafe working conditions and the need for maintenance or repair of vehicles or equipment.
- Preventable damage to GreenWaste property.
- Participating in workplace violence.
- Acts resulting in injury, fighting or horseplay on GreenWaste premises or while on GreenWaste business.
- Improper use of cell phone while driving.
- Improper use of tools or equipment that caused or may cause injury or harm.
- Any other reason deemed by GreenWaste to warrant disciplinary action

Contractors, Subcontractors and Consultants

Contractors (including Subcontractors and Consultants) are responsible for managing their own safe systems of work, training their staff and taking all steps necessary to ensure a safe and healthful workplace for their staff and others who may be affected by their acts or omissions.

Contractors who violate GreenWaste safety policies may be removed from GreenWaste property and prohibited from future work at GreenWaste.



Operation And Maintenance Procedures

Written Operation and Maintenance procedures that provide clear instructions for safely conducting activities are provided in each plant document control system. Employees and, as appropriate, contractors are trained on these procedures and have them readily accessible. All procedures will be reviewed at prescribed frequency (i.e., annually) to assure they reflect current practices, chemicals, technology, equipment, and facilities. While each plant will have procedures specific to their equipment and operations, they will generally cover the following as applicable:

- Initial startup
- Normal operations
- Temporary operations
- Emergency shutdown
- Emergency operations
- Normal shutdown

Discipline

Based on the severity or frequency of the safety violation or misconduct, discipline may be imposed at the discretion of senior management and in accordance with the GreenWaste Employee Handbook. Disciplinary action may range from a verbal or written warning, suspension from work with or without pay, up to termination. All discipline is within GreenWaste's complete discretion and GreenWaste is not obligated to follow any specific type of progressive discipline process.

Non-Compliance

Incidents of non-compliance will be recorded, investigated and corrective action taken in accordance with GreenWaste policies and practices.

Revision History

Version ID	Date of Change	Rationale
Final	11/07/22	Final Policy