

Propose-Driven (not rule-driven)



Supreme Industries Mission

Get the Job Done Right & Go Home Unharmd Every Day.

Supreme Industries Vision

Be the preferred workplace by workers and the preferred contractor by clients.

Supreme Industries Values

Do what's right for people, the environment, and quality.

Start with *Why*

- Find out why your people work.
- Find out why they choose to do this type work.
- Find out why they choose to work at your company.

Connect Choices to the Reality of Consequences

- Use real-life examples of how the consequences of shortcuts affect workers, families, and the company.
- Motivate them to think, *"If that was my brother, sister, son, or daughter, what would I do?"*



Principle 1: Competency

Question

Is the right person doing the right task?

Goal

All supervisors and workers are competent for the task at hand.

Expectations

- Recognize hazards and properly perform the work.
- Stop Work, when required.
- Be authorized to complete the work.

Boots on the Ground

Competency guidelines and evaluation methods.

Corporate

Learning and/or Training Management System.



Principle 2: Fit For Duty

Question

Is that person capable of doing that job?

Goal

All supervisors and workers are fit for the task at hand.

Expectations

- Physically capable.
- Mentally prepared.
- Emotionally stable.

Boots on the Ground

- Look in their eyes.
- Watch them move.
- Ask them questions.
- *"If that was your son/daughter, what would you do?"*

Corporate

- Pre-employment fit for duty exam program.
- Return to work program.



Principle 3: Hazard Management

Question

What on THIS SITE, for THIS JOB could keep us from going home unharmed TODAY?

Goal

Safety is deliberately planned and executed.

Expectations

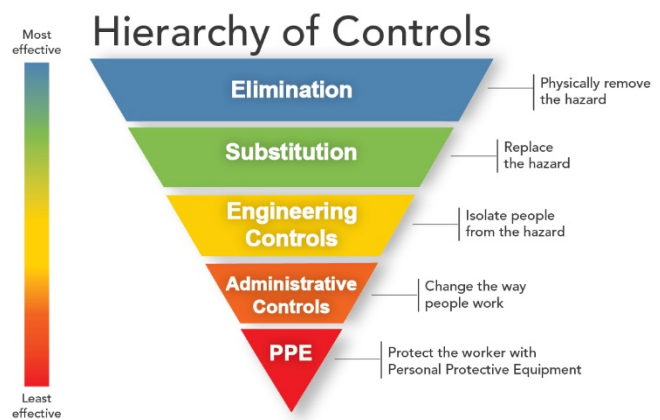
- Describe the work.
- Identify hazards.
- Mitigate risk.

Boots on the Ground

- Tailgate planning meetings.
- Weekly safety meetings.

Corporate

- Safety manual.
- Job Hazards Analysis (JHA) program.
- Project-Specific HSE plans.
- Site-specific Job Safety Analyses (JSA).
- Safety training program.



Principle 4: Emergency Preparedness

Question

What will we do if something goes wrong on the jobsite?

Goal

Minimize the effects of emergencies.

Expectations

- Recognize an emergency.
- Stop work and notify EMS.
- Provide 1st Aid.

Boots on the Ground

- Coordinate with EMS.
- Include emergency planning in the tailgate meeting.
- Check emergency communication and trauma kit.

Corporate

1st Aid training program and field emergency practice drills.



Principle 5: Communication

Question

Does everyone understand how we're getting the job done today?

Goal

Everyone understands how we're going to accomplish the mission of ***Get the Job Done Right & Go Home Unharmmed Today.***

Expectations

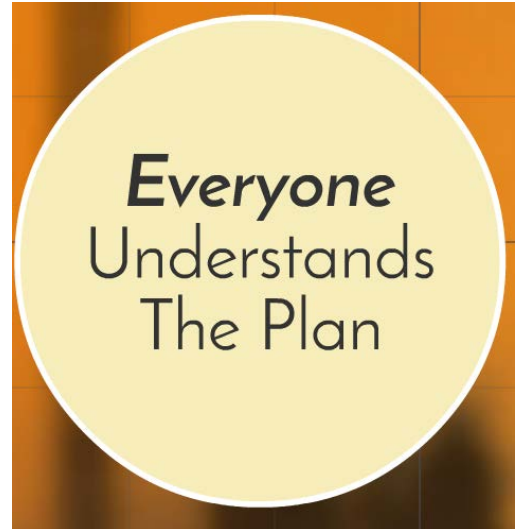
- Ensure everyone can understand.
- Reduce distractions.
- Encourage participation.
- Check for understanding.

Boots on the Ground

- Tailgate meetings.
- Directions and clarifications throughout the day.

Corporate

System for communicating updates to safety programs and sharing safety reporting lessons learned.



Principle 6: Situational Awareness & Stop Work Responsibility

Questions

Do you know:

- What's going on and why?
- What's about to happen?
- How what's about to happen will interact with what's going on right now?

Goal

Action is taken when there is confusion or jobsite conditions change.

Expectations

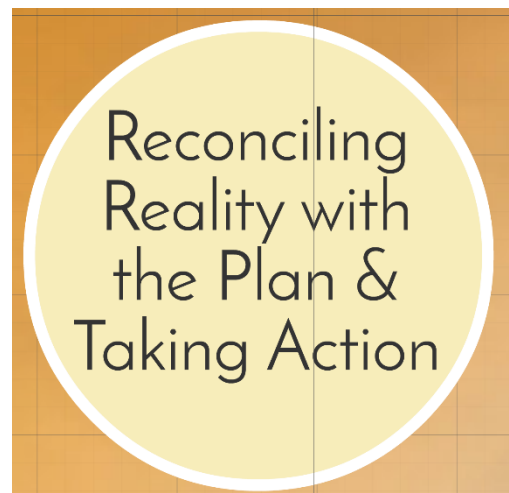
- Be vigilant.
- Stop work when the unexpected occurs.

Boots on the Ground

Stop work procedure.

Corporate

Safety reporting system for significant Stop Work occurrences.



Principle 7: Safety Reporting

Questions

- Why did it happen?
- How can we prevent future occurrences?
- Who needs to know about it to prevent future occurrences?

Goal

Report, analyze, and distribute lessons learned.

Expectations

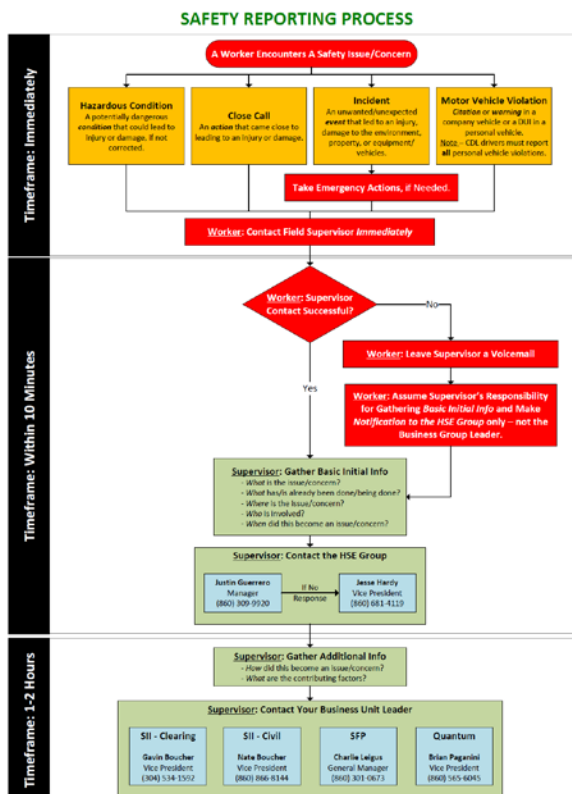
- Report the issue.
- Have integrity and be honest.
- Don't accuse or punish.

Boots on the Ground

Safety reporting procedure with each crew.

Corporate

- Safety management system to track reported issues.
- Investigation and analysis system that leads to the development of lessons learned.
- Lessons learned review and communication system.



SAFETY REPORTING FREQUENTLY ASKED QUESTIONS

WHAT is Safety Reporting?

Safety reporting is the process where a worker or field supervisor notifies Supreme's HSE Group and Business Unit Leader of one of the following conditions/events:

- **Hazardous Condition** – A potentially dangerous **condition** that could lead to injury or damage, if not corrected.
- **Close Call** – An **action** that came close to leading to an injury or damage.
- **Incident** – An unwanted/unexpected **event** that led to an injury or damage.
- **Motor Vehicle Violation - Citation or Warning** in a company vehicle or a DUI in a personal vehicle.
 - All CDL drivers must also report all **personal vehicle moving citations** as well for the Driver's Qualification file.

WHY Safety Reporting Should Be Important to You, Your Family, And Supreme?

Supreme cares about you and your family's wellbeing, and, if you're injured at work, time is of the essence to ensure that you are properly evaluated and treated, if required.

- When conditions aren't as they should be or something goes wrong, Safety Reporting allows Supreme to make changes or adjustments to restart or continue operations without future issue.
- When damage occurs, Safety Reporting gets the repair of vehicles, equipment, or property started, which reduces production down time and potential additional harm that can come from operating equipment or a vehicle that is damaged.
- With motor vehicle violations, Supreme needs a copy of the citation or warning ticket (yes, warnings too – they count against our motor carrier record), so we can prepare a defense or make other legal arrangements.

WHAT do Workers Need to do?

- Maintain situational awareness, so you can recognize when there is a hazardous condition, or an event, such as a Near Miss, incident, or Motor Vehicle Violation and report it to your supervisor.
- If your supervisor doesn't answer the phone, then you also need to gather the **initial report info** (listed below) and call the HSE Group within 10 minutes.

WHAT do Supervisors Need to do?

- Spend 5-10 minutes gathering the initial report information, such as:
 - **What** is the issue?
 - **What** has been/is being done about it?
 - **Where** is the issue?
 - **When** did this become an issue?
- Contact the HSE Group with within 10 minutes of being made aware of the issue, and they may provide additional direction on how to proceed.
- Gather additional information for your business unit leader, such as:
 - **How** did this become an issue?
 - **What** are the contributing factors that made this an issue.
- Contact your business unit leader and brief him on the issue.