



## SAFETY F.A.Qs.

Thank you again for choosing us to build your new home. We feel privileged to build your home and will endeavor to ensure it is everything you hoped for.

Whether you're a homeowner or Trade Partner, these F.A.Q's will help in understanding the Safety Program and Culture here at McKee Homes & our partner company, Emerald New Homes

### What does McKee Homes & Emerald New Homes do about Safety?

We are a COR certified company (for over 10 years). **A COR shows that our health and safety management system has been evaluated by a certified auditor and meets provincial standards. These standards are established by Occupational Health and Safety (OHS).** It is our mission to do everything that is reasonably practicable to provide a safe and healthy work environment for all our employees, our contractors, our customers, as well as visitors to our premises and the general public. We are committed to the protection and maintenance of the physical, psychological, and social well-being of our employees.

- Yearly audits of the HSMS
- Development and review of policies and procedures on an ongoing basis
- Employee and Contractor Orientations are held yearly
- Formal and informal hazard assessments
- Inspections of sites
- Investigations of incidents and near-misses
- Loss and Theft prevention
- Emergency preparedness

### Do the Safety Rules apply to me?

In short, yes. Visitors and contractors both need to be aware of our construction site rules and acknowledge they will follow them. You will be briefed about our Safety protocols during the sales and design phases.

### What are the Safety Rules on construction sites?

1. Consuming, being in possession of, or being under the influence of alcohol, drugs, or illegal drugs on company premises, or any company job-site or vehicle, is prohibited. All workers must be **fit for duty\*** while on job site.
2. Fighting, horseplay, practical jokes, harassment, or violence of any kind or otherwise endangering or interfering with other workers is prohibited. Please refer to the McKee Homes Violence and Harassment Policy.
3. Theft, vandalism, or any abuse or misuse of company or customer property is prohibited.
4. All unsafe acts and conditions, near misses, or incidents must be reported to a Site Supervisor or Safety Administrator immediately.
5. Equipment shall be locked out during maintenance, repair and cleaning operations.
6. Smoking is prohibited on the entire work site – interior and exterior.
7. Personal Protective Equipment must be worn / used at all times when on job site, steel toe boots (mandatory), hard hat (mandatory), safety vest and safety glasses (as hazard assessment requires). Sleeveless shirts are acceptable, knee length shorts are acceptable if hazard assessment allows.

8. All work shall be carried out in accordance with appropriate safe work practices.
9. Riding on equipment not designed for the transport of workers is prohibited.
10. Every worker shall keep his /her work area neat, clean, and orderly. Exits shall be kept clear.
11. Contractor personnel must adhere to McKee Homes' safety rules and policies while on company premises. Visitors are to be accompanied by a McKee Homes' Representative.
12. No animals are to be on site at any time.
13. Children under the age of 14 years are not allowed on work sites.

**What do I need to do if I would like to visit the home during construction?**

At McKee Homes we are committed to your safety and to that of our contractors, staff, and other site visitors. We are COR certified and follow the requirements of Occupation Health and Safety. As such, supervised home visits can be made to the home site on four occasions - with your superintendent at your framing walkthrough and finishing carpentry walkthrough, and with your salesperson at drywall and flooring. We will contact you when appropriate to take advantage of these tour days if you would like (not mandatory). Access is restricted outside of these appointments unless you have a pre-scheduled, supervised appointment for your safety and in compliance of our Safety Plan. While a home construction project is unique in that you can drive by and see it being created in front of you rather than contained in a factory, we ask that you respect our safety and site visit time regulations. These rules are in place for your protection and for that of our trades working in the home, and to allow us to complete the work we have committed to. If you see anything that contradicts what was done in planning, during these home tours is a good time to note this. For the two site visits with your superintendent, a one hour time frame will be allotted.

**What do I do if I see something unsafe?**

Our Site Supervisors are in charge of our construction sites. They should be contacted about anything unsafe. If you are a contractor, notify your supervisor or foreman to notify the Site Supervisor. If you are a visitor, notify an available McKee Homes employee, or call our main office (403-948-6595) or email [safety@mckeehomes.com](mailto:safety@mckeehomes.com)

**What kind of training do your employees have?**

Our employees are trained in many safety related courses, from our education partner, Alberta Construction Safety Association – ACSA ([www.youracsa.com](http://www.youracsa.com)) all combined our staff have 118 courses completed, and we are taking more each year, to keep up with changes and improvements in construction safety. All employees have full access to our HSMS and the OH&S rulebook.

**Safety is a win/win!**

When the Health & Safety Management System is applied and used for all involved, it keeps everyone safe and provides the important safety information to all parties. We value our relationships with our Homeowners and our Trade Partners, and we want everyone to stay safe on all our sites.

Please again accept our thanks for choosing us to build your home, and we hope you will enjoy watching it all come together over the next months.

Sincerely,

***Elaine McKee Doel***

Elaine McKee Doel

President

***Remember: [www.safety@mckeehomes.com](http://www.safety@mckeehomes.com)***