AG COMPANY

Health and Safety Standard Operating Procedure

SOP-0001

Night Work Safety

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Night work presents a unique array of hazards that can be remedied by the utilization of proper planning, training, monitoring, and the correction of all identified hazards. In an effort to enforce the existing state regulations as well as prepare for specific anticipated changes, this program is being established to set requirements for night operations at all Paramount Farming Company locations.

1. **SCOPE**

This Standard operating procedure applies to all ( ) employees as well as all vendors and contractors who perform work during the night hours. As defined in Title 8, CCR 3441(g) night operations take place 1 hour before dusk till 1 hour after dawn. Title 8, CCR 3317 was also utilized as a reference document in the process of writing this procedure.

Night operations may include but are not limited to:

* Shop Operations
* Mechanic Operations
* Spray Operations
* Machine Harvesting
* Frost Control Operations
* Irrigation Operations
* Vendors/Contractors

1. **PROCEDURE REQUIREMENTS**
2. **General LIGHTING REQUIREMENTS**

As defined in the Scope night work activity is taking place 1 hour before dusk and 1 hour after dawn.

***Tractors and Self Propelled Equipment (including ATV’s and RTV’s)***

* All equipment shall have a minimum of one headlight that will illuminate the area in front of the equipment at least 50 feet.
* There is a minimum of one rear light illuminating the back of the equipment

***Employee Lighting***

* There is a minimum illumination of 10 foot-candles when working within 25 feet of operation tractors, trucks, self-propelled or towed equipment
* Class 2 high visibility garments shall be used by all employees
* When permanent illumination can’t be provided, suitable portable lights shall be provided

***Stationary Lighting Requirements***

* 1.0 Foot-candles: Loading areas and warehouses
* 2.0 Foot-candles: Elevators, stairways, assembly areas, layout areas
* 5.0 – 10 Foot-candles: Portable restrooms
* 5.0 Foot candles: processing areas and machine shops

***REFERENCE NOTES:***

* *107.6 lumens are equal to 10 foot-candles*
* *Lumens describe the light output*
* *The sun gives 50 foot-candles*
* *Foot-candles are the light reflected off a target at a distance from the source*
* *To assure these levels at all times, higher initial levels need to be provided to compensate for their depreciation due use, age and accumulation of dirt on lamps and surfaces*
* *All porta potties have lights on the inside and outside during night hours so they are clearly visible to anyone on the work site - 5.0 Foot candles to 10 Foot candles*

1. **Hazard Identification and Control**

* We carefully review the worksite for potential hazards during day light hours and night time hours to determine the equipment required, safety procedures, protocol and specialized training needed.
* We inspect equipment and ensure it is working properly and that all safety mechanisms are in place
* We correct identifiable hazards, discuss those changes with your crew and document the corrections
* We utilize reflective tape in an attempt to clearly mark all machinery so that the machinery can be seen throughout the orchards and staging areas
* All harvest staging areas, hand harvesting, pesticide mixing areas, in the orchards have portable or fixed area lights

1. **Effective Communication**

* Communication procedures between all employees, in particular between supervisors and all workers shall be established and communicated prior to each shift.
* During night harvest there will be spotters that give direction to all equipment operators.
* During night harvest it is communicated amongst all employees that while operating mobile equipment there will be a single direction that every vehicle must travel in an attempt to mitigate collisions due to oncoming traffic. If the location changes once a shift has begun the new routes must be identified to all employees.
* If employees are working independently we provide communication devices (cell phones or radios) and check-in with the employee regularly
* We have developed a “buddy system” to ensure all employees are being observed to prevent injuries and illness
* All employees are closely supervised and all employees are provided sufficient time to acclimatize to the night work conditions
* We periodically test systems of communication to determine effectiveness during night work

1. **Worker Health**

* All workers are required to be equipped with portable lights when sufficient lighting is not available (Not only to prevent work injuries but to prevent predatory night behavior)
  + Employees do not walk to and from worksite alone
  + Employee break areas are well-lit and in accessible areas
* Employee’s wear proper personal protective equipment (PPE) for night activities.
* Class 2 high visibility vests
* We provide clean, cool, portable water to combat fatigue and dehydration. Please refer to Heat Illness prevention program for proper procedures.
* 1 in every 20 workers shall be trained in First Aid/CPR – those trained shall be present during night work
* Pests unique to the area such as bees, snakes, scorpions, insects, rodents and other potential harmful animals are identified for all employees, as well as techniques for minimizing potential contact as well as to how to administrated First Aid in case of a bite or sting (all employees who know they are allergic to stings carry their medication in case of a sting)
* All employees shall drink water prior to their shift as communicated in the Heat Illness program. We try to maintain an eating pattern similar to the one we follow during the day in an attempt to acclimate employees to night conditions.
* Condensation on objects is more likely at night due to cooler temperatures, this makes surfaces slippery. We make sure of proper footing when walking in an attempt to mitigate trips, slips and falls.

1. **Emergency Action Plan**

* We have created a night specific plan to responding to an emergency situation. Taking into consideration the availability of medical services (hours of operation)
* We have planned what visible landmarks to use when directing emergency responders (the landmarks can be seen at night)
* We have conducted an emergency response drill at night to ensure employees understand the night specific plan components
* Each area has established a specific location to meet in case of an emergency as described in site specific plan.

1. **Training**

* Our safety training reflects working conditions including those unique to night work
* As employers we conduct regular safety training at night and document training content, date and time provided plus worker participation
* It is essential that all our employees are educated about the night hazards specific to their jobs and to the operation

1. **Record Keeping and Documentation**

* All aspects of the night work IIPP are documented and made readily accessible to workers and available at every worksite
* We consistently and accurately document the following:
  + Safety Trainings
  + Hazard Correction
  + Injuries and Illnesses
  + Communication Plan
  + Emergency Action Plan
  + All other pertinent information specific to worker safety and their health
* All serious injuries and illnesses are reported to immediate supervisor and Cal/OSHA within 8 hours of the incident, regardless of the time of day. Cal/OSHA reporting line accepts calls 24 hours a day 7 days a week. An incident occurring at night is not a valid reason for not dialing Cal/OSHA immediately.