UNGER
CONSTRUCTION CO.

Proof of Training

Print name: _____Signature: _____ Date: _____

Removal of Drywall

Purpose

To establish appropriate expectations and safe work practices when employees or subcontractors are cutting or removing drywall.

Scope

This policy will apply to all work performed by employees and subcontractors including, but not limited to the following activities: construction, installation, demolition, remodeling, relocation, refurbishment, testing, and servicing or maintenance of equipment or machines and at other times when drywall cut is or removed.

Objective

Due to the potential for catastrophic injuries and or significant business interruptions, specialized work techniques are required to cut, remove, relocate, demolish or otherwise change the integrity of drywall.

Responsibilities

Management (Board of Directors and Project Managers)

Management is responsible for ensuring that the materials (e.g., tools, equipment, personal protective equipment) and other resources (i.e., worker training materials) required to fully implement and maintain this program are readily available where and when they are required. Additionally, management will monitor the effectiveness of the program, provide technical assistance as needed, and review the program bi-annually.

Program Manager

Dave Simpson is responsible for the development, documentation, training and administration of the program. This position carries the responsibility of insuring this program is adhered to and that proper reporting is executed.

Supervisors (Superintendents and Foreman)

Supervisors are responsible for ensuring that a task specific job hazard analysis (JHA), also known as a safe work plan, is developed. The JHA will select, implement and document the appropriate site-specific control measures as defined within this policy. Supervisors will direct the work in a manner that ensures the risk to workers is minimized, adequately controlled and that practices defined by this policy will be followed. Supervisors are responsible for ensuring Unger Construction employees and subcontractors

are following expectations. Supervisors will be held accountable for enforcing the requirements of this program. Undesirable behavior will not resolve itself, therefore supervisors must be directly involved with modifying behaviors inconsistent with program expectations. Supervisors will be held accountable for enforcing Unger Construction's disciplinary program.

Workers (Employees and Subcontractors)

Unger Construction has high expectations and requires safety excellence for each employee, crew, project and for our entire company. Workers are required to follow the minimum procedures outlined in this program. Workers are responsible for knowing the hazards and the control measures established in the JHA. Workers are responsible for using the assigned PPE in an effective and safe manner. Workers are responsible for stopping unsafe acts and correcting unsafe conditions on the spot as soon as they are discovered. Any deviations from this program must be immediately brought to the attention of your supervisor. Workers that choose to conduct themselves in a manner that is inconsistent with these expectations will be held accountable for those decisions and may incur disciplinary actions.

Hazardous Material Survey

Unger Construction requires hazardous materials surveys before demolition or renovation work begins. The survey shall include all of the following: A visual inspection of a facility or a portion thereof for suspect materials, sampling and laboratory analysis of any suspect materials found for the presence of asbestos. The hazardous materials survey will also furnish a written report that includes: a description of the area(s) visually inspected, a detailed description of any suspect material sampled, the results of any laboratory analysis of suspect materials, the method of analysis, and the total amount of asbestos containing material. Typically a floor or roof plan is included with the report to reference the written information visually.

The person conducting the survey must be certified pursuant to OSHA and/or EPA regulations. The survey may be performed by a certified Site Surveillance Technician (SST) under the supervision of a licensed consultant. Note: The survey may be performed by a certified Site Surveillance Technician (SST) under the supervision of a licensed consultant. Note: The survey needs to be kept in a project file so that it can be accessed when working on future projects.

If lead or asbestos have been confirmed to be present employees and subcontractors must follow Unger Constructions Lead and/or Asbestos program. If hazards such as asbestos or lead will be disturbed during remediation, a properly licensed professional must perform the work and follow appropriate regulations.

Job Hazard Assessment (Safe Work Plan)

Unger Construction utilizes JHA's as our means of hazard assessment and establishing a safe work plan. JHA's are performed by supervisors and/or workers. Our library of hazard assessments is maintained on the "S" drive. Before beginning a new task refer to the JHA library, generally speaking all scopes of our work are covered. For situations that have not yet been covered select one that is substantially similar and use it as a baseline. JHA's on the "S" drive are organized by work area and job description. JHA's include strategies for elimination, substitution, engineering and administrative controls. After applying all appropriate reduction and elimination technique, the remaining hazards will be analyzed and the proper PPE to reduce the hazards will be selected. PPE will be identified for hazards that are in the

process of being reduced or eliminated and/or when hazard-reduction efforts are not 100% effective in eliminating the hazards.

For complex or moderate to high hazard tasks, tasks where an additional level of safety planning is needed, the safety director will perform the JHA with the supervisor and workers.

Training

Before any employee is allowed to perform work they must first receive training. Each employee must demonstrate an understanding of the required training to their supervisor.
Proof of training is available on the "S" drive. The training data base can be sorted by employee name or by subject. This ensures supervisors and employees are able to confirm they have the necessary training and if they don't which employees do. Employees that need training should contact their project manager or superintendent to make arrangements for them to be trained.

Retraining

The need for retraining will be indicated when: an employee's work habits or knowledge indicate a lack of necessary understanding, motivation or skills required, new equipment is installed/purchased, changes in the workplace make previous training obsolete, or upon a supervisor request.

Discussion

Drywall cutting and removal is one of the highest dust producing activities encountered during most projects. Cutting drywall can never be dust free but the following steps used together can dramatically reduce the risk of airborne particles leaving the construction area and contaminating occupied spaces. When working in occupied healthcare settings airborne particles are a significant concern, as they are an effective transporter of airborne bacteria. Dust can lead to patient infection and has been directly linked to patient deaths. Drywall dust is a concern for food service and high technology clients and should be treated similarly to healthcare settings.

General Rules

While each demolition project is unique Unger Construction has general rules to follow, with that said the owners' rules and procedures will take priority and should be followed to the letter. Deviations from the owners established protocol will require written approval before work can proceed. Controlling dust at the source is critical and a key part of the infection or dust control process. The work area should be cleaned four times per shift; once at first break, again at lunch break, again at second break and finally at the end of the shift. This process can be modified if the work area remains clean and there is no tracking of dust. Depth control is paramount to prevent catastrophic injuries and or significant business interruptions. Use a blade that is only the depth of the drywall to ensure no damage occurs to framing members and utilities beyond the drywall. When removing drywall overhead, face shields should be worn to avoid material getting underneath safety glasses.

Pre-Task Plan

Drywall cannot be removed without permission and coordination of the facility managers' representative. Verify that all utilities in the wall or the ceiling have been shut down and locked out so that risk of contact with a live utility can be eliminated. If utilities must remain live during cutting carefully identify locations and possible paths inside of wall or ceiling. Plan a clear path/route to the dumpster or location where the removed drywall is to be stored or discarded. Often times this route is through an occupied space, if this is the case ensure the drywall and associated material is sealed or covered so no particles are introduced into an occupied space. It is best to remove unnecessary drywall from the work area as soon as possible to avoid additional cracking and particle release.
Ensure vacuum has a HEPA filter and that filter is clean and in good condition.

Work Procedures

Prior to cutting drywall ensure that infection control or dust control barriers are in place and working properly and ensure the pressure in the work area is negative so dust does not enter occupied areas. When cutting drywall near an occupied space use a cutting tool that has an integrated HEPA filtered vacuum similar to the (Kett Dust Collecting Saw). This saw creates virtually no dust, and has a maximum cut depth 5/8" causing minimal risk of damage framing members and utilities beyond the drywall. Ensure dust collecting saw is in auto mode so the vacuum turns on as soon as saw is triggered, and continues to run for a period of time after the cutting tool has stopped. Locate the studs/ joists and cut drywall to avoid contact with screws or framing members. This will prolong the life of the saw blade, maintain mechanical integrity of the remaining drywall and aid in the reattachment process. When removing large areas of drywall cut and remove drywall in pieces that will fit into the trash buggy or easy to handle pieces if being removed by hand. Avoid cutting large pieces that will need to be broken down to smaller pieces as this will create more dust in the work area. Evaluate the material path regularly and wet mop or vacuum as needed to prevent particle build up on floor. If drywall must enter occupied space in route to the dumpster, make sure all drywall and associated material are cleaned of loose particles and covered before entering the occupied space. Personnel involved in the drywall removal process need to vacuum off, before entering occupied spaces, each and every time.
Vacuum or wet mop the floor where the drywall was removed frequently to prevent tracking of dust into other work areas.