



COMPREHENSIVE SAFETY PLAN & EMPLOYEE HANDBOOK

Fireproofing • Spray Polyurethane Foam • Air Barrier

Construction Operations | Company-Wide Core Program

Document Control	Information
Company	Shield Fireproofing
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Approved By	_____
Safety Director / Competent Person	_____
Emergency Contact	_____

This handbook establishes minimum company safety requirements. Project-specific hazards, owner/GC rules, manufacturer instructions, SDS requirements, and applicable federal, state, and local rules may require additional controls.

Management Safety Policy

Shield Fireproofing is committed to performing every project in a manner that protects employees, subcontractors, customers, the public, property, and the environment. Production pressure, schedule demands, and cost considerations never justify unsafe work.

- Every employee has Stop Work Authority when an unsafe condition, uncontrolled exposure, or imminent danger is observed.
- Supervisors are responsible for preplanning work, correcting hazards, enforcing this program, and ensuring employees are trained and equipped.
- Employees must follow this handbook, project rules, SDS and product instructions, use required PPE, report hazards and incidents promptly, and participate in training.
- No retaliation is permitted for reporting a safety concern, injury, near miss, or for exercising Stop Work Authority in good faith.

Signature, President/Owner: _____ Date: _____

Signature, Safety Director: _____ Date: _____

Regulatory Basis and Important Limitation

This program is designed around common U.S. construction requirements, including OSHA 29 CFR Part 1926 and incorporated general-industry requirements such as respiratory protection and hazard communication. It is not a substitute for a project-specific hazard assessment, manufacturer instructions, product Safety Data Sheets (SDS), medical advice, or legal/regulatory review. Where requirements differ, the most protective applicable requirement will be followed.

Key OSHA references used in this handbook include 29 CFR 1926.20, 1926 Subpart E, 1926 Subpart L, 1926 Subpart M, 1926.103/1910.134, 1910.1200, and 1926.1153.

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1. Responsibilities and Accountability

Company Management

- Provide resources, staffing, equipment, training, and authority necessary to implement this program.
- Designate qualified and competent persons where required by regulation or project conditions.
- Review serious incidents, trends, corrective actions, and program effectiveness.

Safety Director / Safety Manager

- Maintain this written program, training records, inspections, exposure assessments, and required medical/fit-test documentation.
- Coordinate industrial hygiene evaluations when airborne exposure may exceed an occupational exposure limit or when product instructions require supplied-air or other specialized controls.
- Investigate incidents and verify corrective actions are completed.

Superintendents / Foremen

- Complete daily pre-task planning, inspect the work area, verify worker qualifications, and enforce restricted zones.
- Confirm equipment inspections, ventilation, PPE, fall protection, and emergency arrangements before work starts.
- Stop work when conditions change or controls fail.

Employees

- Attend training, inspect PPE and tools, follow safe work procedures, and report hazards immediately.
- Never bypass guards, defeat safety devices, enter a restricted spray zone without authorization, or use equipment for which they are not trained.

2. Pre-Task Planning / Job Hazard Analysis

A documented pre-task plan (PTP/JHA) shall be completed before each new activity, shift, work area, or significant change in conditions. The crew shall review and sign the plan.

Evaluate	Minimum Questions
Scope	What are we spraying/applying, where, and for how long?
Chemicals	What products, components, primers, cleaners, solvents, catalysts, or coatings are present? Review SDS.
Exposure	Can mist, vapor, dust, overspray, or isocyanates reach workers or adjacent trades?
Ventilation	Is mechanical exhaust needed? Where will exhaust discharge?
Access	Are lifts, scaffolds, ladders, or fall protection required?
Energy	Are electrical, pressure, heat, moving equipment, or stored-energy hazards controlled?
Public/Trades	How will the area be isolated and signs/barricades maintained?
Emergency	Where are exits, eyewash, first aid, fire extinguisher, spill kit, and emergency contacts?

3. Employee Orientation and Training

- New-hire orientation before assignment to field work.
- Hazard Communication training before exposure to hazardous chemicals and whenever a new hazard is introduced.
- Respiratory protection training, medical evaluation, and fit testing before required tight-fitting respirator use.
- Fall protection training for exposed employees; retraining when knowledge or performance is deficient.
- Scaffold user training and competent-person requirements as applicable.

Controlled Copy - Review annually and whenever operations, products, or regulations change

- MEWP/aerial lift operator training and authorization before operation.
- Task-specific training for pumps, proportioners, spray guns, compressors, heaters, mixers, generators, and specialty equipment.
- Annual refresher and toolbox training as determined by company policy, incident trends, project requirements, or regulation.

4. Personal Protective Equipment

PPE is selected from the hazard assessment, SDS, manufacturer instructions, exposure monitoring, and task conditions. PPE must properly fit the employee and be maintained in sanitary, reliable condition.

Task / Hazard	Minimum Baseline PPE	Additional PPE / Controls
General construction	Hard hat, safety glasses, high-visibility garment, work boots, gloves appropriate to task	Hearing protection where required; fall protection where exposed
Cementitious / gypsum fireproofing	Eye protection, gloves, protective clothing, boots	Respirator as determined by SDS/exposure assessment; face shield for splash; hearing protection
Spray polyurethane foam - application	Chemical-resistant gloves and protective clothing; eye/face protection	Respiratory protection specified by SDS/manufacturer and written respiratory program; commonly supplied-air protection during spray application where required
Air barrier / fluid-applied membrane	Chemical-resistant gloves, eye protection, protective clothing	Respirator/organic vapor or particulate protection only when selected under respiratory program and appropriate to exposure
Grinding / drilling / cleanup dust	Eye/face protection, gloves, hearing protection	Silica controls and respirator if required by 1926.1153

Loose clothing, jewelry, or hair that can contact rotating or moving equipment shall be secured. Chemical-contaminated PPE shall not be taken home unless specifically cleaned/decontaminated under an approved procedure.

5. Hazard Communication and SDS

- Maintain a written Hazard Communication program and current SDS access for hazardous products used on each project.
- All containers must be labeled. Secondary containers must be labeled unless an OSHA-compliant immediate-use exception applies.
- Employees shall understand label elements, pictograms, signal words, hazard statements, precautionary statements, and how to obtain SDS information.
- Before introducing a new chemical, supervision shall review the SDS for exposure limits, incompatibilities, ventilation, PPE, first aid, storage, fire hazards, and spill procedures.
- Coordinate chemical hazards with the controlling contractor and other employers on multi-employer sites.
- Never mix chemicals except as directed by the manufacturer.

6. Respiratory Protection

Engineering and work-practice controls are the first line of defense. When respirators are required, Shield Fireproofing will maintain a written respiratory protection program consistent with OSHA 29 CFR 1910.134 as incorporated into construction by 1926.103.

- Medical evaluation is required before fit testing or required respirator use.
- Tight-fitting respirators require an appropriate fit test before use, at least annually, and when changes may affect fit.
- Facial hair or other conditions that interfere with the facepiece seal are prohibited when a tight-fitting respirator is required.
- Respirator selection must be based on the contaminant, concentration/exposure assessment, oxygen content, assigned protection factor, cartridge/canister limitations, and SDS/manufacturer requirements.

- Air-purifying cartridges shall never be used for contaminants or concentrations for which they are not approved, oxygen-deficient atmospheres, IDLH atmospheres, or where the required change schedule cannot be established.
- Supplied breathing air systems must meet applicable breathing-air quality and compressor/cylinder requirements.
- Respirators shall be inspected before use, cleaned, stored to prevent deformation/contamination, and replaced when defective.

Spray Foam Respiratory Rule

Spray polyurethane foam can generate isocyanate-containing aerosols and vapors. The SDS and manufacturer application guidance shall be reviewed for every foam system. Respiratory protection and restricted-area controls shall match the product and application method. Unprotected workers shall not enter the spray zone or re-enter before the manufacturer-established re-entry time and ventilation requirements are satisfied.

7. Fireproofing Operations

Primary Hazards

- Airborne dust, wet overspray, cementitious/gypsum irritation, admixtures, primers or bonding agents.
- High-pressure pumps and hoses, hose whip, pinch points, electrical equipment, noise, slips from wet material, and overhead work.
- Falls from scaffolds/lifts and struck-by hazards from falling material or equipment.

Safe Work Procedure

1. Review product SDS, equipment manual, substrate conditions, access, ventilation, and adjacent-trade exposures.
2. Establish barricades and warning signs. Protect floors, equipment, openings, and occupied areas from overspray.
3. Inspect mixer, pump, hoses, couplings, whip checks/restraints where applicable, spray gun/nozzle, cords, and grounding before startup.
4. Use guards on mixers and keep hands/tools out of moving equipment. De-energize and control stored energy before clearing jams or servicing.
5. Maintain stable hose routing to prevent trip hazards, kinks, crushing, or contact with sharp edges.
6. Use required PPE. Avoid directing spray toward people, energized equipment, unprotected openings, or ventilation intakes.
7. Control wet material on floors promptly. Maintain safe access and clean overspray before it creates a slip hazard.
8. Depressurize the system before disconnecting hoses, changing components, or servicing the gun unless the manufacturer specifies another safe procedure.
9. Dispose of waste and wash water according to product instructions and project/environmental requirements.

8. Spray Polyurethane Foam Operations

Critical Chemical Hazards

Two-component spray polyurethane foam commonly involves an isocyanate component and a resin/polyol component. Exposure may occur by inhalation and skin/eye contact. OSHA identifies isocyanates as capable of causing irritation, occupational asthma, and other lung problems. Sensitized individuals may react to very low exposures.

Required Controls

10. Only trained and authorized applicators/helpers may enter the controlled spray area.
11. Review the exact product SDS, technical data, manufacturer ventilation guidance, required PPE, and re-entry/re-occupancy instructions before spraying.
12. Isolate the spray zone using barriers, signs, access control, and coordination with other trades. Protect HVAC openings and prevent migration to occupied spaces.
13. Provide mechanical exhaust/ventilation as required by the exposure assessment and manufacturer instructions. Exhaust shall be routed so contaminants do not expose other workers or re-enter the building.

14. Wear chemical-resistant gloves and protective clothing selected for the product. Protect all exposed skin when required by SDS/manufacturer guidance.
15. Use respiratory protection selected under the written respiratory program. Do not substitute an air-purifying respirator for supplied-air protection when the product instructions or exposure conditions require supplied air.
16. Inspect proportioner temperatures/pressures, heated hoses, transfer pumps, drum connections, gun, emergency shutdown, and electrical supply before use.
17. Never point a spray gun at any person. Engage trigger locks during pauses and follow manufacturer lockout/depressurization procedures before service.
18. Keep ignition sources away from flammable cleaners, primers, coatings, or vapors. Store chemicals within manufacturer temperature limits and protect containers from damage.
19. After spraying, maintain isolation and ventilation for the product-specific re-entry/re-occupancy period. Do not guess a universal time.

Spills / Releases

- Stop the source only if it can be done safely; isolate the area and prevent unprotected entry.
- Use the SDS spill procedure and appropriate PPE. Do not wash chemicals into drains.
- For significant releases, uncontrolled vapor, fire, or worker symptoms, evacuate and contact emergency services/site emergency personnel as appropriate.

9. Air Barrier Operations

Air barrier work may include fluid-applied membranes, primers, sealants, adhesives, transition membranes, tapes, flashing, and detailing around penetrations. Products may contain solvents, reactive chemicals, or other hazardous ingredients.

- Review SDS and substrate preparation requirements before work.
- Provide ventilation for solvent- or vapor-generating products, especially in enclosed areas.
- Control ignition sources when using flammable/combustible products; store and handle containers as directed.
- Use chemical-resistant gloves, eye protection, and protective clothing suitable for the product.
- Use safe knife practices when cutting sheet membranes: cut away from the body, retract/cover blades, and dispose of blades in a rigid container.
- Use fall protection at exterior edges, window openings, roofs, and elevated platforms as required.
- Maintain clean access; remove backing paper, empty pails, cartridges, and scrap membrane continuously.
- Do not use incompatible primers, sealants, cleaners, or membranes. Follow manufacturer cure and temperature limits.

10. Exposure Control, Ventilation and Restricted Areas

- Use source capture/local exhaust where feasible and supplement with general dilution ventilation.
- Do not use building HVAC as a contaminant-control system unless specifically designed/approved for that purpose.
- Place exhaust discharge away from air intakes, doors, windows, public areas, and workers.
- Restricted zones shall be sized based on spray method, airflow, overspray, product guidance, and exposure assessment.
- Post signs at access points identifying the hazard and required PPE.
- When conditions are uncertain, stop work and obtain competent safety/industrial hygiene evaluation before continuing.

11. Fall Protection

For construction activities covered by OSHA Subpart M, employees exposed to unprotected sides or edges 6 feet or more above a lower level generally require an OSHA-compliant fall protection system unless a specific provision applies.

- Supervision shall evaluate walking/working surfaces before employees are allowed to work on them.
- Guardrails, personal fall arrest systems, or other compliant systems shall be selected for the task.

- Personal fall arrest equipment shall be inspected before each use and removed from service after a fall event or when damaged.
- Anchorage and connection methods must meet applicable requirements and manufacturer instructions. Do not tie off to piping, conduit, guardrails, or other unapproved points.
- A rescue plan must be considered before using personal fall arrest systems; relying only on 911 may not provide timely suspension rescue.
- Protect workers below from falling objects with toeboards, barricades, controlled access, or other required measures.

12. Scaffolds

- Scaffolds shall be erected, moved, altered, and dismantled under the direction of a competent person and in accordance with OSHA Subpart L and manufacturer requirements.
- A competent person shall inspect scaffolds and components for visible defects before each work shift and after events that could affect structural integrity.
- Use safe access; climbing cross braces is prohibited.
- Do not overload platforms. Keep materials organized and within rated capacity.
- Maintain required fall protection and falling-object protection.
- Do not move mobile scaffolds with employees aboard unless all applicable requirements are met.
- Keep scaffolds away from energized electrical hazards unless required clearances/protective measures are established.

13. Aerial Lifts / MEWPs

- Only trained and authorized employees may operate MEWPs/aerial lifts.
- Perform and document pre-use inspections and function tests; inspect the work area for holes, slopes, drop-offs, debris, overhead obstructions, electrical hazards, and traffic.
- Follow manufacturer requirements for fall restraint/arrest. For boom-supported platforms, use required personal fall protection and approved anchorage points.
- Stand on the platform floor; do not climb or sit on rails, use planks/ladders to gain height, or defeat interlocks.
- Maintain safe clearance from electrical lines/equipment. Treat lines as energized unless confirmed otherwise by the responsible utility/qualified party.
- Use a spotter when visibility, overhead clearance, pedestrian traffic, or tight conditions warrant.
- Do not exceed platform capacity, including workers, tools, hoses, and material.

14. Ladders

- Inspect before use; remove damaged ladders from service.
- Use the correct type and length. Do not stand on prohibited steps or top caps.
- Maintain three points of contact while climbing; hoist materials rather than carrying loads that prevent safe climbing.
- Set extension ladders at a stable angle and secure them as required. Protect ladder bases from traffic.
- Metal ladders shall not be used where electrical contact is possible.

15. Electrical Safety and Temporary Power

- Use GFCI protection or an assured equipment grounding conductor program as applicable to construction temporary power.
- Inspect cords, plugs, tools, generators, heaters, pumps, and lights before use. Remove damaged equipment from service.
- Protect cords from water, sharp edges, doors, vehicle traffic, and crushing. Do not use cords as ropes or hoisting lines.
- Maintain required clearances from energized parts and use qualified electricians for electrical work.
- Use listed equipment appropriate for wet/damp locations and hazardous atmospheres when applicable.

16. Silica and Dust Control

Tasks such as drilling, grinding, chipping, sweeping, or surface preparation of concrete/masonry can create respirable crystalline silica. OSHA 1926.1153 applies where exposures are covered by the standard.

- Use Table 1 controls when the task is listed and conditions match, or use an alternative exposure-control method supported by required assessment data.
- Use wet methods and/or HEPA-filtered local exhaust where applicable.
- Do not dry sweep or use compressed air for cleanup when it could contribute to silica exposure unless permitted under the standard.
- Provide respiratory protection, a written exposure control plan, competent-person oversight, training, and medical surveillance when required.

17. Tools, Pumps, Hoses and High-Pressure Equipment

- Follow manufacturer startup, operation, shutdown, maintenance, and pressure-relief procedures.
- Never inspect a suspected high-pressure leak with bare hands. Injection injuries can be severe and require immediate medical evaluation.
- Depressurize and isolate energy before disconnecting lines or servicing components.
- Use guards and safety devices. Do not bypass interlocks.
- Secure hoses against movement and protect them from traffic, heat, sharp edges, and incompatible chemicals.
- Use only rated fittings, hoses, and replacement parts.

18. Material Handling and Ergonomics

- Plan drum, pail, bag, hose, and equipment movement. Use carts, dollies, forklifts, hoists, or team lifting when appropriate.
- Keep loads close to the body, avoid twisting under load, and reposition feet instead.
- Only trained/authorized operators may use powered industrial trucks or material-handling equipment.
- Secure cylinders, drums, and containers against movement; store incompatible materials separately.

19. Fire Prevention and Hot Work

- Maintain required fire extinguishers and clear access to them.
- Observe SDS flammability precautions for primers, cleaners, solvents, coatings, and adhesives.
- No smoking or open flame in chemical storage, spray, mixing, or solvent-use areas.
- Hot work requires site authorization/permit when applicable, removal/protection of combustibles, fire watch as required, and post-work monitoring.
- Never heat chemical drums or components except with manufacturer-approved methods/equipment.

20. Housekeeping and Walking/Working Surfaces

- Keep exits, aisles, stairs, ladders, platforms, electrical panels, and emergency equipment unobstructed.
- Control hoses and cords with routing, ramps, suspension, or barricades.
- Clean wet fireproofing, foam scraps, membrane backing, empty containers, and overspray promptly.
- Provide adequate lighting and correct holes, uneven surfaces, ice, water, or debris hazards.

21. Heat, Cold and Weather

- Plan hydration, rest, shade/cooling, acclimatization, and emergency response for heat exposure.
- Train workers to recognize heat illness and cold stress symptoms and to summon help immediately.
- Stop exterior work when lightning, high winds, ice, or weather creates unsafe lift, scaffold, fall, or overspray conditions.
- Follow manufacturer temperature/humidity limits for chemical storage and application.

22. Confined Spaces

Do not enter a permit-required confined space unless the company has evaluated the space and implemented an OSHA-compliant confined-space program for construction. Spraying or using solvents in enclosed spaces can rapidly create hazardous atmospheres.

- Evaluate atmospheric hazards, ventilation, isolation, communication, rescue, and entry permits before entry.
- Never rely on odor to determine whether an atmosphere is safe.
- Respirator selection does not replace required atmospheric testing, ventilation, or rescue planning.

23. Emergency Action Plan

Emergency	Immediate Action
Fire / explosion	Stop work, activate alarm, evacuate by designated route, call site emergency number/911, report to muster point. Fight only incipient-stage fires if trained and safe.
Chemical splash - eyes	Immediately use eyewash and flush continuously as directed by SDS; obtain medical evaluation.
Chemical on skin	Remove contaminated clothing as appropriate, wash/flush per SDS, and obtain medical evaluation for symptoms or significant exposure.
Inhalation / breathing symptoms	Move to fresh air only if safe, call emergency medical assistance, provide SDS/product information, and do not allow return to exposure.
High-pressure injection	Treat as a medical emergency even if the wound appears small. Send SDS/product information with the employee.
Fall / suspension	Call rescue/emergency response, do not place additional workers at risk, initiate planned rescue by trained personnel.
Spill / release	Stop source if safe, isolate, protect drains, follow SDS/site spill plan, and escalate if beyond trained capability.

Project Emergency Information

Item	Project-Specific Entry
Project / Address	_____
GC / Site Contact	_____
Emergency Number	_____
Nearest Hospital / Clinic	_____
Muster Point	_____
Eyewash Location	_____
First Aid / AED	_____
Fire Extinguishers	_____

24. First Aid, Medical Emergencies and Chemical Exposure

- Provide prompt medical attention for serious injury, breathing difficulty, suspected sensitization, eye exposure, chemical burn, high-pressure injection, loss of consciousness, or other emergency.
- Send the SDS and product name with the employee whenever chemical exposure is involved.
- Do not induce vomiting or administer chemicals unless directed by the SDS or medical professionals.
- Employees with new wheezing, chest tightness, shortness of breath, or recurring respiratory symptoms after isocyanate exposure shall be removed from further exposure pending appropriate medical evaluation.

25. Incident / Near-Miss Reporting

- All injuries, illnesses, property damage, chemical releases, near misses, and first-aid events shall be reported to supervision immediately.
- Preserve the scene when safe and practical. Serious events shall be escalated to management promptly.
- Investigations focus on root causes and corrective actions, not blame.
- OSHA recordkeeping and reporting determinations shall be made by authorized management based on applicable requirements.

26. Inspections, Corrective Actions and Discipline

- Daily supervisor/foreman inspections shall address access, housekeeping, PPE, chemical controls, equipment, fall hazards, electrical conditions, and emergency readiness.
- Deficiencies presenting imminent danger require immediate stop work and correction.
- Corrective actions shall identify responsible person and due date and be tracked to closure.
- Safety rules are enforced consistently. Progressive discipline may include coaching, written warning, removal from task/site, suspension, or termination depending on severity and company policy.

27. Environmental and Spill Response

- Prevent discharge of chemicals, wash water, foam, coatings, fireproofing slurry, or solvents to soil, storm drains, sanitary drains, or waterways unless specifically authorized.
- Store containers closed, upright, labeled, and protected from damage. Use secondary containment when required.
- Maintain spill supplies appropriate to products used. Dispose of waste in accordance with SDS, manufacturer, project, and regulatory requirements.
- Report significant releases to project management and environmental/safety personnel immediately.

28. Fleet and Driving Safety

- Drivers must be authorized, properly licensed, seat-belted, and fit for duty.
- No handheld phone use while driving. Pull over safely for calls/texting/navigation changes.
- Secure drums, pails, cylinders, tools, pumps, hoses, and loose materials against movement.
- Conduct vehicle/trailer walk-arounds and verify load securement before travel.

29. Subcontractor and Visitor Safety

- Subcontractors must comply with applicable law, project rules, and Shield Fireproofing safety requirements.
- Visitors shall receive appropriate orientation and PPE and remain outside restricted spray/chemical zones unless specifically authorized and protected.
- Hazards that may affect other employers shall be communicated before work begins and whenever conditions change.

30. Records and Annual Review

- Maintain training, fit tests, medical clearance status, exposure assessments, inspections, incidents, corrective actions, equipment records, and other required documents for applicable retention periods.
- Review this handbook at least annually and after serious incidents, regulatory changes, new products/equipment, or major process changes.
- Project-specific plans shall supplement this handbook and be retained with project records.

Appendix A - Daily Pre-Task Plan / JHA

Field	Entry
Project / Date / Shift	_____
Foreman	_____
Crew Members	_____
Task / Location	_____
Products / SDS Reviewed	_____
Access Method	☐ Ground ☐ Ladder ☐ Scaffold ☐ MEWP ☐ Other
Fall Protection	_____
Ventilation / Isolation	_____
Respiratory Protection	_____
Other PPE	_____
Emergency / Eyewash / Muster	_____

Hazard	Control / Safe Work Method	Responsible
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Crew Signatures:

Appendix B - Daily Equipment / Area Inspection

- ☐ Work area access and housekeeping acceptable
- ☐ Barricades/signage in place
- ☐ SDS available and labels intact
- ☐ Required PPE available and serviceable
- ☐ Respirators inspected; users current on fit/medical requirements
- ☐ Ventilation/exhaust operating and discharge location safe
- ☐ Eyewash/first aid/fire extinguisher accessible
- ☐ Pump/proportioner/mixer/gun inspected
- ☐ Hoses/fittings/couplings protected and serviceable
- ☐ Electrical cords/GFCI acceptable
- ☐ Scaffold inspected/tagged as required
- ☐ MEWP pre-use inspection completed
- ☐ Fall protection inspected
- ☐ Weather/temperature conditions acceptable
- ☐ Adjacent trades/public protected

Deficiencies / Corrective Actions:

Inspector: _____ Date/Time: _____

Controlled Copy - Review annually and whenever operations, products, or regulations change

Appendix C - Spray Foam Start-Up Authorization

- ☐ Exact foam system/SDS/technical data reviewed
- ☐ Applicator/helper trained and authorized
- ☐ Controlled spray zone established and posted
- ☐ Adjacent trades and HVAC/intakes protected
- ☐ Mechanical ventilation/exhaust confirmed
- ☐ Respiratory protection matches written program and product requirements
- ☐ Chemical-resistant gloves/clothing and eye/face protection verified
- ☐ Proportioner, heaters, transfer pumps, hoses, gun and emergency shutdown inspected
- ☐ Fire/ignition controls established
- ☐ Product-specific re-entry/re-occupancy requirements documented and communicated

Authorized by: _____ Date/Time: _____

Appendix D - Incident / Near-Miss Report

Field	Entry
Employee(s)	_____
Project / Location	_____
Date / Time	_____
Type	☐ Injury ☐ Illness ☐ Near Miss ☐ Spill ☐ Property
Description	_____
Immediate Actions	_____
Witnesses	_____
Product / SDS involved	_____
Medical treatment	_____
Root causes	_____
Corrective actions / owner / due date	_____

Appendix E - Training Acknowledgment

I acknowledge that I received access to and instruction on the Shield Fireproofing Safety Plan & Employee Handbook. I understand my responsibility to follow company rules, project requirements, SDS/product instructions, use required PPE, report hazards and incidents, and exercise Stop Work Authority when conditions are unsafe.

Employee Name	Signature	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Appendix F - Core Regulatory Reference List

- OSHA 29 CFR 1926.20 - General Safety and Health Provisions
- OSHA 29 CFR 1926 Subpart E - Personal Protective and Life Saving Equipment

- OSHA 29 CFR 1926.103 and 29 CFR 1910.134 - Respiratory Protection
- OSHA 29 CFR 1910.1200 - Hazard Communication
- OSHA 29 CFR 1926 Subpart L - Scaffolds, including 1926.453 Aerial Lifts
- OSHA 29 CFR 1926 Subpart M - Fall Protection
- OSHA 29 CFR 1926.1153 - Respirable Crystalline Silica
- OSHA Isocyanates Safety and Health Topic - hazard recognition and exposure control information

Regulations and product requirements can change. The Safety Director shall verify current requirements and state-plan rules applicable to each project jurisdiction.

Revision Log

Revision	Date	Description	Approved By
1.0	08/18/2026	Initial comprehensive handbook: fireproofing, spray foam, and air barrier operations	_____