CONTRACTOR SAFETY POLICY
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GIANT EAGLE
CONTRACTOR SAFETY
COMPLIANCE ACKNOWLEDGEMENT

1) Each contractor performing maintenance/contract work in a Giant Eagle facility shall be subject to the provisions of the OSH Act of 1970, and the current safety standards including OSHA 1910 (general industry) and 1926 (construction).

2) It is the responsibility of the contractor to initiate and maintain safety training and compliance programs that meet or exceed OSHA Standards and all applicable Federal, State, and Local Safety Health and Environmental regulations.

3) It is the contractor’s responsibility to promote good safety practices and eliminate hazards during the performance of work.

4) Each contractor shall provide evidence of active insurance coverage as required by the guidelines set forth in the Giant Eagle Contractor Policy. A hard copy of the insurance certificate must be on file at the Giant Eagle facility in which work is being conducted.

5) Contractors shall be responsible for reporting all incidents immediately to Giant Eagle Leadership/Management.

6) Each contractor shall be required to follow the workplace rules and regulations set forth in the Giant Eagle Contractor Policy and perform their scope of work in a manner that provides a safe environment for the maintenance technicians, facility team members, and customers.

7) Contractors are responsible to ensure that all sub-contractors have been provided a copy of the Giant Eagle Contractor Safety Policy and that all sub-contractors agree to the policies set forth. When applicable, a copy of the Compliance Acknowledgment must be kept at the work site for the duration of the project for each contractor/sub contractor.

I, the undersigned, have read, reviewed and acknowledge my understanding of the Compliance Guidelines, as set forth in this document. In addition, my company and its employees are committed to the implementation of these items. We also realize that these statements are global, and the safety rules and regulations presented are minimum guidelines that must be followed:

Contractor Name ___________________________________________ Date ________________

Name of Company Safety Representative __________________________________________

Business Phone _______________ 24 Hour Emergency Contact ________________________

Authorized Signature __________________________________________________________
COMPLIANCE

- This policy may contain provisions that are not applicable to certain contractors. Those provisions will only apply as applicable. In the event of a conflict between this document and any Master Agreement between the parties, the Master Agreement shall control.

- Giant Eagle is committed to providing a safe working and shopping environment. We believe that all incidents are preventable, and we will promote the health and well-being of our co-workers, customers, contractors and vendors.

- All on-site employees of the Contractor and its Subcontractors shall be required to perform their “Scope of Work” according to the standards, policies and procedures equal to or more stringent than those found in OSHA’s latest edition of the 1910 (General Industry) & 1926 (Construction) Regulations that apply, as well as all of the safety rules in this policy.

- All contractors are required to follow all other applicable Federal, State and Local Codes including: Safety, Environmental, Building, and Fire Regulations, as they apply to your scope of work.

- It will be every contractor's responsibility to ensure that their employees have been trained regarding all Safety and Health regulations pertaining to their discipline of work.

- Every contractor is responsible for ensuring that their employees comply with all applicable regulations, industry accepted safety practices and guidelines, as they apply to their discipline of work.

- Every contractor must supply a copy of the written safety programs, training records, and supporting documentation for their company and all sub-contractors when requested by the Giant Eagle Safety Department.

- It is the controlling contractor’s responsibility to inform all sub-contractors of potential hazards associated with the work they will perform, and ensure that they apply appropriate safety practices.

- Any questions regarding compliance should be directed to the Giant Eagle Environmental, Safety and Food Safety Department at (412) 963-6200.

- Giant Eagle maintains the right to remove any contractor or contracted employee for non-compliance to any of these safety policies and guidelines.

- If you have any concerns regarding your safety or the safety of those working around you, please address these concerns with the Store Leader, Warehouse/Manufacturing Maintenance Manager, Warehouse/Manufacturing Leadership, or the Environmental, Safety and Food Safety Department.

GENERAL SAFETY REQUIREMENTS AND HOUSEKEEPING

- Contractors are responsible for the removal and proper disposal of all old parts, equipment, packaging materials, and related items.

- The contractor is responsible for the removal and proper disposal of any chemicals associated with their work scope including, but not limited to; used oil, cleaning chemicals, fuels, and paint.
- Contractors must police the work areas and keep the areas clean, neat and free of any slip, trip and fall hazards at all times.
- Use of cones or other warning devices to alert team members, venders, and customers of contractor presence in a work area is mandatory.
- All floor openings, excavations, changes in floor grade, etc. must be guarded with adequate covers or barricades, and must be adequately marked and identified.
- Compressed gas cylinders must be secured on approved carts or chained to a support in the upright position. All cylinders not in use must be protected by a valve cap.

**INSURANCE COVERAGE/BONDING**

- The contractor must provide proof of coverage with an insurance company that has an insurance rating of A-/VII or better from A.M. Best Co. The following types and minimum amounts of coverage are required:

  1) **Commercial General Liability, under an "occurrence" policy form in the amount of at least:**
     - Bodily Injury/Property Damage Combined Single Limit of Liability:
       - $1,000,000 per occurrence
       - $2,000,000 general aggregate per location
       - $2,000,000 Products-Completed Operations Aggregate

  2) **Umbrella/Excess Liability in the amount of at least:**
     - Bodily Injury/Property Damage Combined Single Limit of Liability:
       - $3,000,000 per occurrence
       - $5,000,000 aggregate

  3) **Workers' Compensation-Statutory Limits**
     - Employer's Liability and/or Stop Gap Liability in the amount of at least:
       - Bodily Injury by Accident $500,000 per Occurrence
       - Bodily Injury by Disease $500,000 per employee
       - Bodily Injury by Disease $500,000 policy limit
       - Evidence of insurance coverage, self-insured status and/or participation in a state fund must be provided.

  4) **Comprehensive Automobile Liability in the amount of at least:**
     - Bodily Injury/Property Damage Combined in a Single Limit
       - $1,000,000 per accident

- Certificates of insurance and annual renewals evidencing the foregoing coverages, must be submitted prior to any work being performed.
- Unless prohibited by law, certificates of insurance must name Giant Eagle, Inc. as an additional insured.
- Giant Eagle, Inc. reserves the right to change insurance coverage requirements based on the work being performed.
- All insurance carriers must be licensed in the Commonwealth of Pennsylvania, State of Ohio, Maryland or West Virginia as applicable.
SIGN IN AND OUT

All contractor employees must sign in and out as follows:
- At Giant Eagle Retail Stores – report to Customer Service and log in to the designated Verisae System.
- At Giant Eagle GetGos – log in to the Verisae System.
- At RSC’s – report to Guard Station and/or Maintenance Department.
- At Corporate Offices – report to Receptionist and/or Management.

INCIDENT REPORTING

Any incident involving personal injury, equipment damage, or property damage must be reported immediately to Giant Eagle Leadership/Management and the General Contractor (if applicable).

Every contractor will be required to complete and forward a copy of their company’s incident report to the Giant Eagle Environmental, Safety and Food Safety Department within 48 hours of the incident.

An Emergency Phone Number List is available at each location.

HAZARDOUS CHEMICAL PROGRAM - COMMUNICATION

In accordance with the Federal Hazard Communication Standard, all contractors must:
- List the hazardous chemicals in use and maintain a copy of the Material Safety Data Sheets (MSDS) for each chemical. MSDS must be readily available to Giant Eagle Leadership/Management upon request.
- Train their employees regarding the hazards of the chemicals they will use, and provide them with the appropriate Personal Protective Equipment.
- Ensure that all chemical containers used on site are properly labeled and stored.
- Remove all Hazardous Chemicals from the work site after work is completed.

PERSONAL PROTECTIVE EQUIPMENT

It is every contractor’s responsibility to perform a Personal Protective Equipment Assessment for each task their employees will perform.

Each contractor must provide their employees with the correct personal protective equipment and ensure that it is used consistently and appropriately.

Each contractor must train their employees to use and maintain the required personal protective equipment.
An appropriate hat/hair net, and if necessary a beard net, must be worn by all contractors who enter or work in a bakery, deli, prepared foods, meat/seafood department, and FFMC production areas.

**Giant Eagle reserves the right, at its sole discretion, to require additional Personal Protective Equipment be worn while work is being performed.**

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**HOT WORK REQUIREMENTS**

**HOT WORK** activities will be defined as: *any temporary operation involving open flames or producing heat and/or sparks including, but not limited to: brazing, cutting, grinding, soldering, arc welding, pipe thawing, floor tile repair and torch-applied roofing.*

An approved hot work permit must be completed for all hot work activities.
- Permits are located in the equipment room and at the fire sprinkler riser at the Giant Eagle Retail Stores
- Permits may be obtained from management at RSC and Manufacturing facilities.

**Giant Eagle Leadership** must be notified and inspect the work area prior to completing the sign-off authorizing hot works to be performed.

It is the contractor’s responsibility to comply with the following guidelines:

1) For demolition or installation work involving - welding, cutting, burning, grinding and/or other spark producing operations, the contractor will be responsible to:
   - Notify leadership/management or controlling contractor of hot work location and requirements.
     - Contractor and Giant Eagle must determine who will perform the required 3 hour periodic fire watch.
   - Complete a Hot Work Permit, in conjunction with Giant Eagle Leadership/Management and post in the work area.
   - Remove or protect all combustible material within 35 feet of work area.
   - Provide a fire watch meeting the following requirements:
     - Always have an ABC fire extinguisher on hand and know the location of and how to activate the fire alarms.
     - Be present during hot work activities; continue the fire watch for 30 minutes after the hot work is completed.
     - Periodically monitor the hot work area for 3 hours after hot work is completed.
     - If a fire starts: immediately notify Giant Eagle Leadership/Management, activate a pull station (if present), and contact the local Fire Department.
     - After all Hot Work is completed, notify Giant Eagle Leadership/Management for final check up and on-going monitoring.

2) For demolition or installation work involving - open flame, brazing, soldering (i.e. maintenance and repair), the contractor will be responsible to:
   - Notify Leadership/Management of hot work location and requirements.
   - Complete a Hot Work Permit, in conjunction with Giant Eagle Leadership/Management, and post in the work area.
• Protect all combustible material with fire-resistive blankets (within 6 ft of work area)
• Always have an ABC fire extinguisher on hand and a supply of water available in the immediate work area.
• Know the location of and how to activate the fire alarms.
• Provide monitoring of Hot Work area for 30 minutes after work is completed.
• If a fire starts: immediately notify Giant Eagle Leadership/Management, activate a pull station (if present), and contact the local Fire Department.
• After all Hot Work is complete, notify Leadership/Management for final check up, sign-off procedures and requirements for monitoring.

**Note:** Leadership/Management will be required to periodically monitor the Hot Work area for the next 3 hours.

- **The contractor is responsible for** ensuring that their equipment is in proper working condition, and that the area is properly prepared, as outlined in the hot work permit.

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**FIRE PROTECTION AND SHUTDOWN NOTIFICATION PROCEDURES**

**Water Flow and/or Alarm Testing (Operating Facilities)**

1) Giant Eagle Leadership/Management must be notified, by the sprinkler contractor or testing agency, at least 24 hours in advance, of any Fire Protection System water flow or alarm testing. Testing must be in accordance with NFPA, Factory Mutual and local Fire Dept. requirements.

2) Giant Eagle Leadership/Management must be immediately notified when all testing is complete, and when the protection system is placed back into automatic service.

3) Giant Eagle Leadership/Management will be responsible to make all appropriate contacts. (Insurance, Alarm Monitoring, Fire Dept. and Water Dept., when required)

**Maintenance and/or Repair**

1) No modifications or repair work shall be made to the existing Fire Protection System without prior notification and approval from Giant Eagle Leadership/Management.

2) Giant Eagle Leadership/Management must be notified, by the sprinkler contractor, at least 24 hours in advance of any Fire Protection System shutdown or impairment. (A shutdown or impairment is defined as a drained and inoperable system)

3) The FM Global Red Tag Permit procedure must be followed when a Fire Protection System is shutdown or impaired.

4) Giant Eagle Leadership/Management must be immediately notified when the system is placed back into automatic service.

5) Giant Eagle Leadership/Management will be responsible to make all appropriate contacts. (Insurance, Alarm Monitoring, Fire Dept. and Water Dept., if required)

6) No Smoking, Hot Work or Open Flame Work shall be performed while the system is out of service.
FLAMMABLE STORAGE

- Contractor’s “flammable materials” must not be stored inside a Giant Eagle Facility without approval. If a contractor needs an area for material storage, they must discuss their requirements and concerns with Giant Eagle Leadership/Management.
- All contractors must use approved “flammable liquid containers” that are clearly labeled with a company name and contents. Proper bonding and grounding must be in place.
- Contractors using propane cylinders, must store these cylinders outside the facility and have them properly secured at all times when not in use.

SCISSOR LIFTS

- Scissor Lift use in Stores:
  - Contractors using Scissor Lifts during store operating hours must:
    - Have and **ESCORT** when moving the scissor lift to the work area or when returning the scissor lift after use (anytime when driving near customers or Giant Eagle team members).
    - **Block off the Work Area** in a manor that will prevent any customers or Team Members from entering the work area (minimum of 10 ft from both sides of the scissor lift) or;
    - Provide a **SPOTTER** on the ground to prevent any customers or Team Members from entering the work area.

- Scissor Lift use in RSCs and Manufacturing Facilities:
  - Barricades such as Movits or Safety Cones shall be used to isolate the work area and to create a safety zone around the work area for falling objects.

LOCKOUT/TAGOUT

- The contractor is responsible for developing and implementing specific lockout/tagout procedures, training their employees on lockout/tagout, and providing their employees with adequate lockout equipment. (i.e. locks, tags, specific lockout devices)
- The Giant Eagle Contractor Lockout/Tagout Checklist must be completed before any Lockout/Tagout work begins.
- The following general procedures should be followed whenever lockout/tagout is employed:
  - Notify Giant Eagle Leadership/Management and the controlling contractor that lockout/tagout procedures will be utilized, what equipment will be affected, and why it has to be done.
  - All energy isolation devices must be locked out with an individually keyed lock. A signed and dated tag must also be applied to the isolation device.
• Each person who will be servicing the equipment must attach their own lock and sign the tag.
• After servicing is complete and the equipment is ready for normal production operations, inform Giant Eagle Leadership/Management that the equipment is back in service.

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**EVACUATION**

- If an Emergency Evacuation is announced, and/or an alarm is sounded, the following procedures must be followed:
  - Immediately shut down any equipment being used.
  - **Walk** (Do Not Ride Equipment) to closest exit.
  - Proceed outside of the building to the designated gathering area.
  - No one will be allowed back inside the building until authorization is given by Giant Eagle Leadership/Management.

- There will be a designated gathering area inside the building in case of a tornado (Instructions will be provided in an announcement).

- A contractor who identifies a fire or other emergency must immediately notify Giant Eagle Leadership/Management. If it is not safe to do so, they should proceed to the nearest exit and activate a pull station on their way out.

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**EQUIPMENT SAFETY**

- Contractors are required to inspect their equipment to ensure that it is in good working order.
- The use of Giant Eagle equipment is strictly prohibited; unless authorization is provided by Giant Eagle Leadership/Management.
- When use of Giant Eagle equipment is approved, the contractor is responsible for providing their employees with proper training on the specific piece of equipment.
- Contracted employees shall be responsible and are expected to follow all equipment safety rules and practices.

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**PARKING**

- Contracted employees must park in the employee parking lot or other designated area(s) determined by Giant Eagle Leadership/Management. When required, temporary parking is allowed for unloading equipment and materials only.
- Do not park in handicap parking spaces.
- Do not park in assigned spaces indicated with a name plate.
- Park at your own risk. Giant Eagle is not responsible for lost or damaged property.

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**CARBON MONOXIDE**

Gasoline-Powered equipment and tools are **prohibited** for use inside Giant Eagle all operating
facilities. (stores, retail support centers and corporate offices)

- All Diesel-Powered equipment must be furnished with an appropriate exhaust filtration scrubber to reduce carbon monoxide emissions.

- Ventilation systems – Exhaust ventilation systems to be installed, as required, to isolate work areas and remove air from interior work areas to the exterior of the building.

- Detection Monitoring Devices – are to be placed in work areas, where carbon monoxide producing equipment is used. These devises must provide visual and audible warnings for the presence of carbon monoxide concentrations that exceed OSHA’s permissible Peak, STEL, and TWA requirements.

- Each contractor must establish and maintain an “Equipment Calibration and Maintenance Log” for documenting equipment inspections and maintenance during the course of the project. Logs are to be used to ensure that equipment is routinely checked and kept in good working order. Logs are to be maintained onsite and available for review by Giant Eagle representatives.

- Each contractor must evaluate and determine if the work environment requires special equipment or procedures not stated in these guidelines. If the work environment requires special conditions, the contractor must communicate conditions and a recommendation to the Giant Eagle project representative, before commencement of work.

- Contractors are required to educate and train on site workers about the causes and conditions that may produce higher than recommended levels of carbon monoxide.

- Contractors are required to educate and train, on site workers, about the awareness and recognition of carbon monoxide exposure, including: signs, symptoms, and emergency treatment.

- All contractors are required to report any situation that may create carbon monoxide levels to exceed OSHA guidelines. These conditions are to be reported to the onsite manager in charge and to the Giant Eagle project representative.

**CONFINED SPACE ENTRY**

- Any contractor whose employees will enter a permit required confined space is required to have a written confined space entry program and permit system.

- The contractor must ensure that all precautions required by OSHA regulations are taken prior to an employee entering a permit required confined space.

- The contractor must notify Giant Eagle Leadership/Management prior to entering a confined space.

**CRANE OPERATION**

- All crane use must be coordinated with Giant Eagle Leadership in advance in order to minimize risks to Team Members and Customers. Care should also be taken to minimize any business disruption.

- If possible, only use cranes when the facility is closed – typically at night. Be sure to provide adequate lighting on the ground and on the roof.
If the crane will swing over a structure which could have people inside, you must:
  - Determine the best location to set the crane to minimize the possibility of swinging over people.
  - Set up highly visible cones and caution or danger tape in the facility to cordon off the area under the swing. Have a minimum of two people inside, preventing anyone from going into the “no entry” zone and to change the perimeter of the area as needed or if multiple picks are planned.
  - Two way radios will be used for communication between the crane operator, crane supervision, safety watch within the facility, and safety watch in the parking lot. All areas will be required to confirm the area is clear prior to the lift.

A crane may never swing over people or vehicles. Both pedestrian and vehicular traffic must be physically prevented from entering the crane swing area.
  - Lighted, portable barricades and caution tape will be used to secure the area surrounding the crane prior to use.
  - Workers (a minimum of two) must be assigned to traffic duty and to keep the area secure from vehicles and pedestrians. Workers will be supplied reflective vests and a two way radio to communicate with the crane operator in order to halt the crane operations in the event of a breach of the secure zone.

If facility operations require access to the secured area, all crane operations must cease and barricades moved to allow safe access to the work zone. No crane operations will continue until the work zone is re-established, safety watch workers are in place, and “all clear” communication has been given from people inside and outside of the facility.

The foreman of the crew conducting crane operations must verify that all prep work has been completed prior to starting work. This will include a check to see that all connections and hardware to the unit being lifted have been disconnected, and that no “loose” hardware, bracing, piping, etc. can fall from the lift area.

**AMMONIA TRAINING**

- Any contractor work near ammonia system components shall be required to take Ammonia Awareness Training before work begins.
- Any contractor working on the ammonia system shall receive the full Process Safety Management Ammonia Contractor Training before work begins.

**MISCELLANEOUS**

- Contractors, sub-contractors and their employees are expected to treat all Giant Eagle Team Members, customers and vendors with dignity and respect.
- The use, possession, distribution, or sale of any controlled substance or alcoholic beverage is prohibited on Giant Eagle property.
- Firearms, firecrackers, explosive devices, or any other form of weapon is prohibited on Giant Eagle property.
- Smoking on Giant Eagle property is only permitted in designated locations.