



**COMPANY
HEALTH & SAFETY
PROGRAM**

Issue: A	Title: Hourly Craft Employee Safety Lunch Program	Section No. 36 Attachment B
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1.0 PURPOSE

The purpose of this program is to establish incentives that will help heighten and maintain the awareness of PPP employees with regard to jobsite and fabrication shop safety and health, and promote PPP's commitment to the Zero Injury Philosophy.

2.0 SCOPE

This document provides guidelines, eligibility requirements and procedures by which the program will be implemented.

3.0 INDEX

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4.0 OVERVIEW

Commencing on February 1, 2018 and for the duration of this particular issue of the PPP Hourly Craft Employee Safety Lunch Program, the following shall be in effect:

1. PPP shall authorize the PPP primary supervisor of a job-site to provide a "Safety Lunch" for PPP employees on the job-site when a calendar month has been worked in which PPP site employees incur no Life Critical Safety Violations and supervisors have turned in to the Safety Director the required safety paperwork for the month.
 - A. Required paperwork:
 - a. Weekly safety meetings
 - b. Weekly job site audits
 - c. Daily pre-task forms
 - d. Site specific safety paperwork



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2. The lunch may be provided on any given workday shortly following the calendar month worked with no job related injuries or illnesses.
3. The lunch should consist of fare that is not out of the ordinary, such as pizza, subs or sandwiches with soft drinks.

5.0 PROCEDURES

1. When a PPP job-site works a calendar month with no Life Critical Safety Violations and have turned in to the Safety Director the required safety paperwork for the month, the PPP primary supervisor of that job-site shall contact the PPP safety director to verify eligibility for a "Safety Lunch".
2. When eligibility has been verified, the PPP site supervisor may proceed to provide a "Safety Lunch" for PPP site employees.
3. The lunch shall be provided during a normal lunch period of a regular workday shortly following the eligible calendar month.
4. The PPP site supervisor shall inform employees of the lunch prior to the day of the lunch.
5. The PPP site supervisor may be reimbursed by submitting receipts attached to a completed PPP expense form to the payroll manager, with "Safety Lunch" as the description.