



Safety Program Guidelines

Program One Professional Building Service safety rules which must be followed by each and every employee are derived from the following sources:

American National Standards Safety Requirements for Window Cleaning (ANSI) 1959-A 39.1

Occupational Safety & Health Act (OSHA) – Federal Register

Program One Professional Building Services Safety Rules, Training Program and Corporate Policies set forth in the Training Manual.

Each individual employee is responsible for knowledge and compliance with all the rules and approved practices put forth in the safety program. Use of common sense is a must. Do not work on equipment you feel you have not been properly trained to use. If you feel you are asked to do something you haven't been properly trained on, report this to your supervisor.

In keeping with the requirements that each employee comply with the safety program, the following are the disciplinary measures that will be taken in regard to employees found in violation.

Serious Violation

1st
2nd
3rd

Fine

1 Day's Pay*
2 Day's Pay*
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Suspension

1 Day or Immediate Termination
3 Days or Immediate Termination
Immediate Termination

** Fines have \$ 100 minimum and \$ 200 maximum*

Non-Serious Violation

1st
2nd

Written warning including copy into personnel file
Treated as 1st serious violation.

Signature: _____