

ENTERPRISE CONTRACTOR SAFETY

PG&E CONTRACTOR SAFETY HANDBOOK



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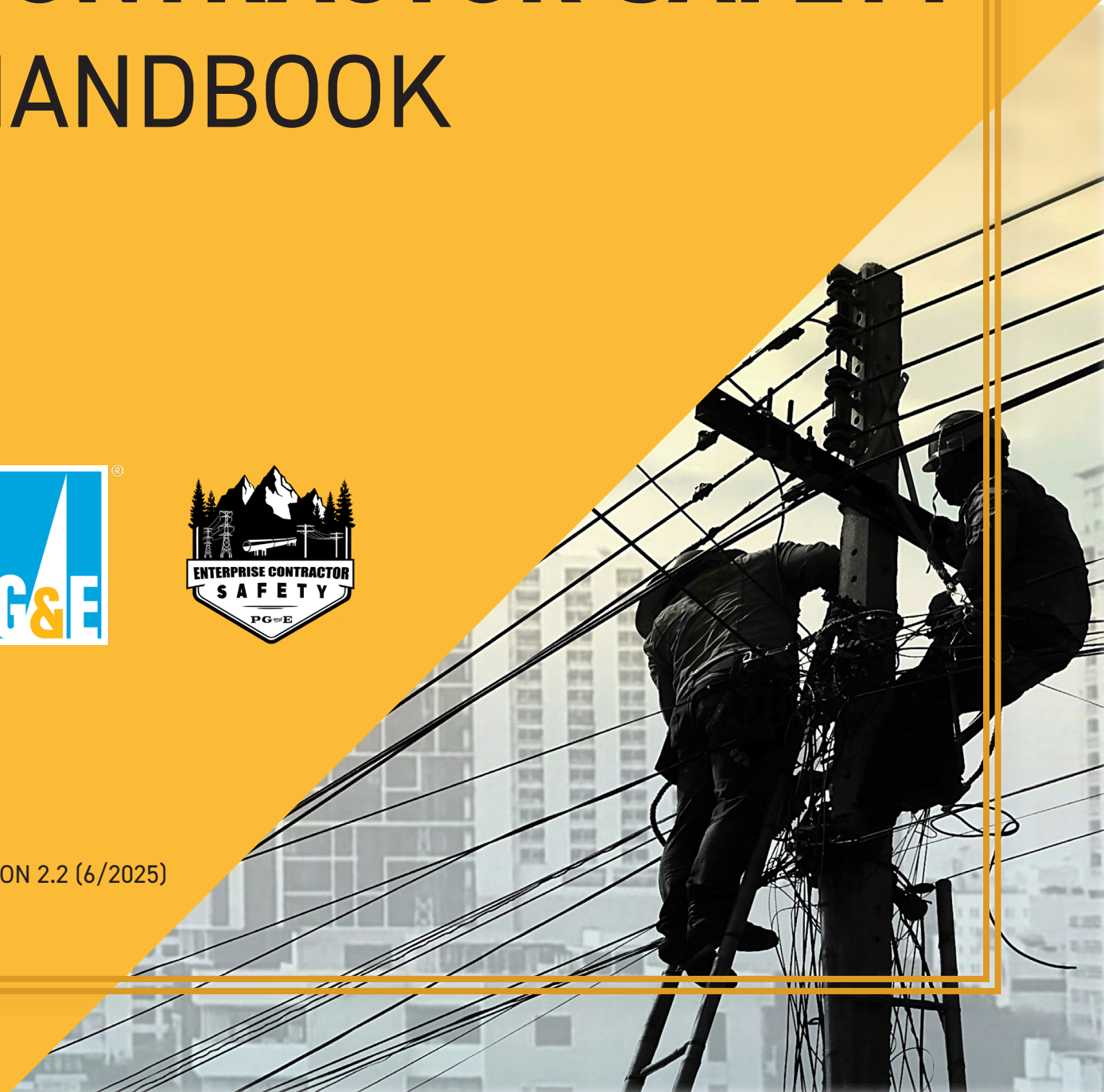


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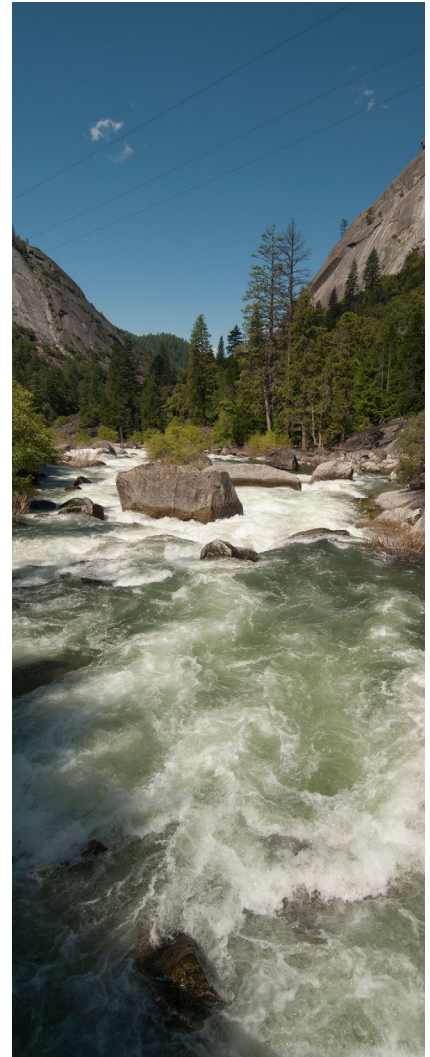
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PG&E PURPOSE



At Pacific Gas & Electric Company (PG&E), we are committed to our stands that everyone and everything is always safe and that catastrophic wildfires shall stop.

We are all committed to protecting the health and safety of our coworkers, contractors, and the hometowns we serve while fostering a proactive and engaging safety culture.

KEYS TO LIFE

PG&E developed the Keys to Life to support its goal that everyone and everything is always safe. This initiative represents a clear and direct commitment to encourage all PG&E partners, including contractors, to “Speak Up, Listen Up, and Follow Up.”

The Keys to Life are essential to working safely and align with PG&E's values of being Trustworthy, Empathetic, Courageous, Tenacious, Nimble, and Responsible for our individual and community safety.



1 Conduct pre-job safety briefings prior to performing work activities.



2 Follow safe driving principles and equipment operating procedures.



3 Use personal protective equipment (PPE) for the task.



4 Follow electrical safety testing and grounding rules.



5 Follow clearance and energy lockout/tagout rules.



6 Follow confined space rules.



7 Follow suspended load rules.



8 Follow safety at heights rules.



9 Follow excavation procedures.



10 Follow hazardous environment procedures.



SIF CAPACITY & LEARNING MODEL

PG&E uses the SIF Capacity & Learning Model in our approach to Safety. This approach has four key elements:

□ STKY - STUFF THAT KILLS YOU

The focus is specifically identifying the mitigating risk exposure to hazards that can seriously injure or kill people.

□ ENERGY WHEEL

As illustrated in Figure 1, this is a hazard identification tool designed to identify the presence of high-energy hazards before and during work activities. Incidents involving more than 500 foot-pounds (ft-lb) of energy have a higher likelihood of resulting in serious injuries or fatalities (SIFs). Therefore, the term “high-energy” refers to situations where the physical energy exceeds 500 ft-lb, indicating that the most probable outcome of such an incident is a SIF.

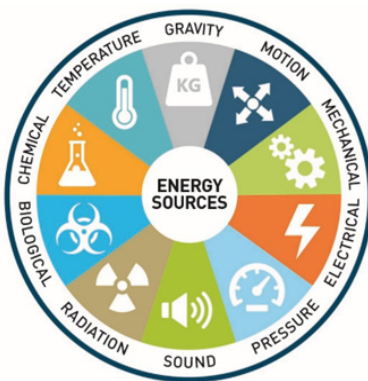


FIGURE 1: PG&E Energy Wheel

□ OPERATIONAL LEARNING

An approach to learning and improvement involves analyzing both successful operations and failures. Operational learning depends on front-line workers explaining how their work is done. Organizations that actively pursue learning opportunities are more successful in enhancing their performance while also creating the capacity to fail safely.

□ ESSENTIAL (DIRECT) CONTROLS

Once a high-energy hazard is identified, it is crucial to control it through preventative or mitigative measures. Essential controls provide the highest safety level by directly targeting the high-energy source, reducing exposure when properly installed and verified. They remain effective even in case of unintentional human error related to work, as long as it doesn't pertain to the control's installation.

Examples of essential controls include: Lockout/Tagout (LOTO), machine guarding, physical barriers, fall protection, and cover-ups. Conversely, examples of controls that are NOT considered essential (direct) include training, warning signs, rules, and experience, as these can be impacted by unintentional human error.

For more information or training on the SIF Capacity & Learning Model, please reach out to your PG&E Project Leads.

HANDBOOK PURPOSE



This Handbook is designed to provide PG&E Contractors with additional resources to safely perform work in partnership with PG&E.

The contents of this Handbook are not intended to replace established work procedures or guidelines set forth by local, state, or federal regulations, including OSHA standards. Instead, this Handbook serves as an additional resource for contractors, highlighting PG&E's requirements and expectations that exceed or diverge from standard procedures.


The purpose of this Handbook is as follows:

- Outline general safety and compliance guidelines for PG&E contractors to comply with local, state, federal, and PG&E specific requirements.
- Provide additional contacts and resources for contractors to escalate questions and concerns.
- Define PG&E's Contractor Safety Program Contract Requirements for new and existing contractors.
- Encourage safe work practices towards the goal that "Everyone and Everything is Always Safe."
- Define compliance requirements where PG&E standards and requirements exceed individual contractor requirements, including Functional Area-specific expectations.

Notice: This document is uncontrolled when downloaded. Verify downloaded document aligns with the online document.

THE STANDARD

At PG&E, the safety of the public, employees, and contractors is our top priority. To uphold this commitment, we have implemented an Enterprise Contractor Safety Program. This program outlines the minimum requirements for managing and overseeing contractors and subcontractors—regardless of tier—who carry out medium and high-risk work activities on PG&E sites and assets.



The contents of this Handbook describe the Contractor's responsibilities as outlined in PG&E's SAFE-3001S Contractor Safety Standard.

PG&E CONTACTS & RESOURCES

Enterprise Contractor Safety Team
ContractorSafetyInfo@pge.com

PG&E Training Questions
ContractorSafetyISNTraining@pge.com

ISNetwork Customer Support
1-800-976-1303

EXPECTATIONS & COMPLIANCE REQUIREMENTS



While all contractors are expected to perform their work safely, PG&E's Contractor Safety Program applies to contractors performing work activities defined as medium or high-risk work per the PG&E Contractor Safety Risk Matrix.

In addition to following the expectations outlined in this Handbook and the Contractor Safety Standard, all Contractors must follow the guidance in the [PG&E Supplier Code of Conduct](#). The Supplier Code of Conduct outlines PG&E's expectations for a respectful and safe workplace, drug and alcohol programs, fitness for duty, and how to escalate Ethics & Compliance concerns.

Audience

Contractors must have the same or higher risk level as their subcontractor(s) (at any tier: such as prime, subcontractor to prime [Tier 1], sub to the sub [Tier 2], etc.) that are hired to perform work, and all medium and high-risk subcontractors are subject to this standard. Prime contractors are responsible for ensuring their medium and high-risk subcontractors follow all requirements outlined in this Handbook and the PG&E Contractor Safety Standard.

For the purpose of this Handbook, medium and high-risk prime and subcontractors are collectively referred to as “Contractors.”

The following agencies, entities, or contractors are not subject to the Contractor Safety Standard requirements:

1. Individual Augmented or contingent staffing contract partners working under the direct supervision of PG&E.
2. Vendors, suppliers, manufacturers, professional services (e.g., engineering, design, etc.) contracted by PG&E to provide goods and services to PG&E where the work being performed is not on PG&E property or within PG&E's right of way and not related to the maintenance and construction of PG&E infrastructure.
 - a) Exception: When PG&E has been awarded work as a Prime Contractor, where as PG&E subcontracts work to other pre-qualified contractors.
3. Tribal entities that perform work as Native American Monitors for cultural resource management purposes.
4. Other utilities, governmental entities, and applicant installers (or their contract partners) that have the right under Commission decisions and rules, pursuant to tariffs, or under easement/license, franchise, service, or other agreements to perform work on PG&E facilities (joint pole/trench agreements, Work Requested by Others (WRO) projects, franchise/Community-Based Organization agreements).




Notice: PG&E's [Contractor Safety Risk Matrix](#) is available on the external [Contractor Safety Page](#).

SAFETY PREQUALIFICATION & ISNETWORLD

Contractors must subscribe to and maintain a subscription with ISNetworld (ISN) as PG&E's Safety Prequalification Contracted Administrator.

All medium and high-risk contractors, including sole proprietors, are required to have ISN accounts. Contractors must submit OSHA statistics and forms regardless of the size of their company. Additionally, companies in partially exempt, low-hazard industries are also required to provide OSHA statistics and forms if they engage in any medium or high-risk activities as identified by PG&E's Contractor Safety Risk Matrix.

PG&E's Prequalification Requirements, managed within a Contractor's ISN account, are as follows:

		Utility Standard: SAFE-3001S, Att. 1 Publication Date: 02/12/2025 Rev: 3
Contractor Safety Prequalification Criteria		
Appendix A, Prequalification Targets Page 1 of 1		
Targets (Based on year-to-year performance)	Satisfactory	Unsatisfactory
Number of fatalities, while performing PG&E work, within the last three (3) years.	Zero (0) PG&E fatalities within the last three (3) years	One (1) or more PG&E fatalities within the last three (3) years  Approved Variance required to proceed
Number of (all) Company Fatalities within the last three (3) years.	Zero (0) Company Fatalities within the last three (3) years	One (1) or more Company fatalities within the last three (3) years
Number of PG&E SIF-Actuals within the last one (1) year	Equal to or less than one (1) PG&E SIF-Actual within one (1) year	Two (2) or more PG&E SIF-Actuals within one (1) year  Approved Variance required to proceed
EMR (Experience Modification Rate) most recent year certificate	Equal to or less than 1.10	Greater than 1.10
Number of confirmed (closed) OSHA citations within the last three (3) years	Zero (0) Serious/Willful/Repeat Citations	Greater than zero (0) Serious/Willful/Repeat Citations
Total Recordable Incident Rate (TRIR) within the last three (3) years	Equal to or less than the BLS (Bureau of Labor Statistics) industry average for that selected NAICS (North American Industry Classification System) code	Greater than the BLS industry average for that selected NAICS code
Days Away, Restricted, Transfer Duty (DART) Rate within the last three (3) years	Equal to or less than the BLS industry average for that selected NAICS code	Greater than the BLS industry average for that selected NAICS code

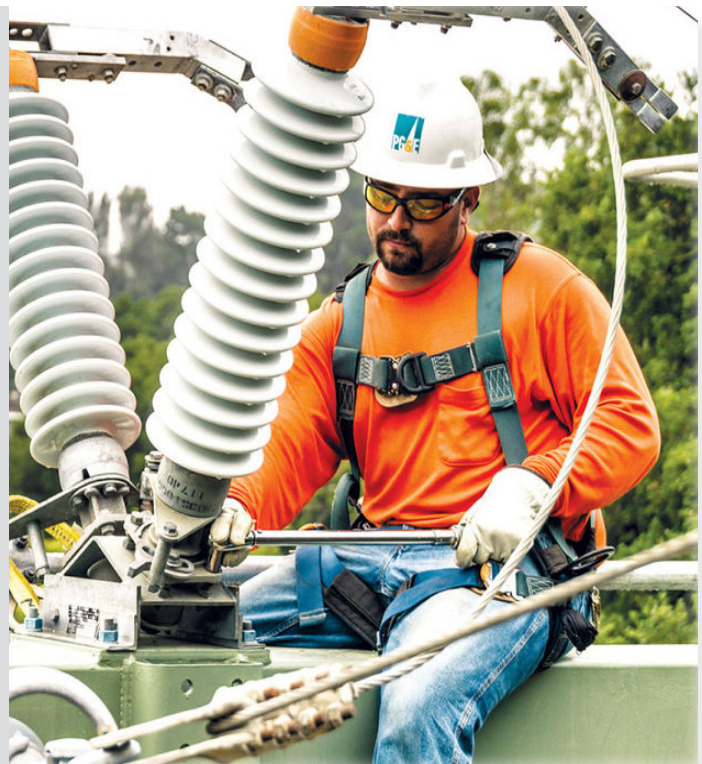
Note: In addition to the annual statistics from the previous three calendar years, Contractors' ISN grades are affected in real-time by recent Serious Injuries or Fatalities (SIFs). Contractors are required to promptly and accurately update their ISN accounts whenever a Serious Injury or Fatality incident occurs on a PG&E project. If a Contractor experiences a fatality or more than one non-fatal PG&E SIF within the current calendar year, they will automatically receive a grade drop and will need to obtain a variance to continue working with PG&E. The count of SIF incidents resets on January 1st of each year for this metric.

Contractors, including all subcontractors, must not start any work requiring prequalification without first obtaining written approval from PG&E, confirming that the Contractor has met PG&E's Prequalification Requirements. If a Contractor's ISN grade falls to an unacceptable level (C or F grade) at any time, they must rectify their grade within 30 calendar days. Failing to achieve an acceptable ISN grade (A or B) will result in an immediate Stop Work order on Day 31. No work may resume until the Contractor has restored their ISN grade and status.

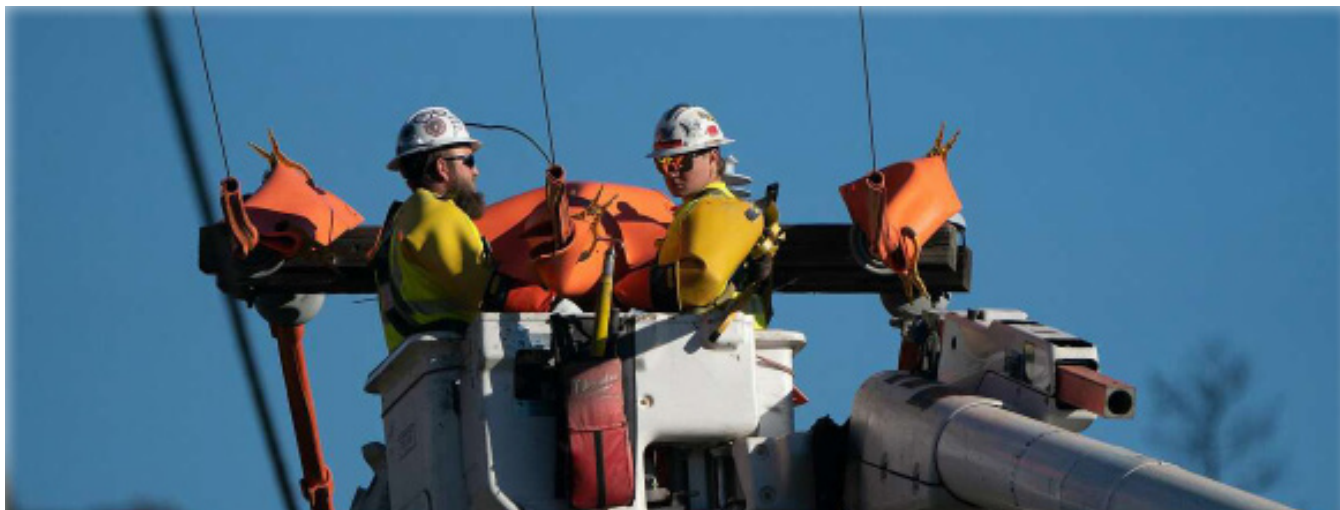
For assistance in understanding the ISN Scorecard grading and requirements or to inquire about your individual ISN grade and qualification status, please contact the PG&E Enterprise Contractor Safety Team at ContractorSafetyInfo@pge.com. For ISN technical support related to creating an account, logging in, or addressing technical issues with document uploads, please reach out to ISN at 1-800-976-1303.

COMMUNICATIONS

PG&E primarily uses ISN for communication. Contractors are responsible for ensuring that their ISN contact information is accurately listed and regularly updated. They should also check their ISN messages and Action Items frequently. Contractors can modify their ISN account profiles to receive messages via email in addition to the ISN platform. Please note that PG&E may occasionally use email communications as a supplement to ISN messages.



VARIANCE PROCEDURE



Contractors who do not meet the pre-qualification requirements outlined in this Handbook—such as obtaining an A or B grade in ISN due to unsatisfactory Safety, Health, and Environmental (SHE) statistics or an unfavorable Experience Modifier Rate (EMR)—are not considered pre-qualified for PG&E work.

However, if no other pre-qualified contractors are available to perform the work, or if the contractor offers a unique service, they may be eligible for a Grade Variance.

Grade Variances require approval from PG&E's Chief Safety Officer and must include detailed safety mitigation plans from the contractor's responsible functional area. All Variance Requests must be initiated by the PG&E Project Lead responsible for the contractor's work, in accordance with PG&E's Contractor Safety Prequalification Variance Request Procedure, SAFE-3001P-11.

MANAGEMENT ORGANIZATIONAL ASSESSMENTS (MOAs)

PG&E's Enterprise Contractor Safety Team may assign a Management Organizational Assessment (MOA) in ISN to evaluate contractors on various aspects, including their management staff, organizational structures, proposed spans of control, relevant work experience, Enterprise Health and Safety experience, employee training plans, and other pertinent topics.

Management Organizational Assessments (MOAs) may be issued to PG&E contractors who are new to the business (less than three years), experiencing significant growth, or at the discretion of the Func-

tional Area or Enterprise Contractor Safety Team. Once a MOA is assigned, prompt action is required to avoid any negative impact on their rating.



SUBCONTRACTOR MANAGEMENT

Contractors are responsible for ensuring the safety of all crew members, including subcontractors at all levels.

- A Prime Contractor is directly hired by PG&E to complete a specific scope of work or service.
- A first-tier contractor or subcontractor is directly hired by the Prime Contractor.
- A second-tier contractor is hired by the first-tier contractor.
- All parties, except the Prime Contractor, who is directly hired by PG&E, are considered subcontractors to PG&E.

While this entire Handbook applies to the requirements for Contractors and Subcontractors, the following guidelines outline specific expectations for Contractors in managing their Subcontractors.



Prime Contractor Shall:

1. Submit and maintain an updated Exhibit 1A form alongside your contract documents. This form should include a list of all subcontractors expected to work on the project. The Exhibit 1A forms must specify each subcontractor's name, evaluated risk level, ISN identification (if applicable), and confirmation of compliance with PG&E's Prequalification Requirements.
2. Provide subcontractors with PG&E's Contractor Safety Program requirements from this Handbook and the contract document "Based on Utility Standard SAFE-3001S." Ensure subcontractor compliance and train all personnel on the program. For multi-tiered subcontracted work, higher tier subcontractors may train lower-tier ones, but the Prime contractor remains responsible for compliance.
3. Ensure that all medium and high-risk subcontractors are registered in ISN, connected to the Prime Contractor through SubTracker, and linked to PG&E. Regularly monitor subcontractors to ensure they maintain an A or B grade during all work activities.
 - » If a subcontractor becomes unqualified while performing work for PG&E, the Prime Contractor must notify PG&E immediately for evaluation and to determine whether work can continue.
4. Ensure that no Subcontractor(s) has a risk level exceeding that of the Prime Contractor or a higher-tier Subcontractor.
5. Complete Subcontractor Safety Evaluations that assess a subcontractor's overall safety performance, including, but not limited to:
 - » Work site hazard mitigation
 - » Training and qualifications compliance
 - » Worksite safety performance (observations)
 - » Safety incident and injury prevention and reporting
 - » Development and implementation of a PG&E approved safety plan
 - » Speak Up and Stop Work Authority
 - » Wildfire Prevention and Mitigation
 - » Subcontractor evaluations must be completed annually, at minimum, and stored in a repository of the Prime Contractor's choice. Evaluations must be submitted when requested by PG&E Contractor Safety Teams.
6. Subcontractors must report all relevant incidents and data to PG&E using the ISN SiteTracker Tool and to their PG&E Representatives through the proper Incident Management Processes.

CSQARs



PG&E will facilitate Contractor Safety Quality Assurance Reviews (CSQARs) with selected Contractors with adverse trends in safety performance and who are at risk of experiencing a Serious Injury or Fatality (SIF).

A Contractor Safety Quality Assurance Review (CSQAR) is a comprehensive assessment of the implementation of the contractor's safety program and their performance in the field. This process includes a desktop review, a safety culture survey, barrier analysis, and engagement with leadership, all aimed at eliminating serious injuries and fatalities.

Any safety concerns or issues identified during the review must be documented and communicated to both the contractor and the PG&E representative. Furthermore, the contractor is required to establish a safety improvement plan to address compliance and mitigation of these concerns.

Once PG&E approves the safety improvement plan, both PG&E and the contractor will participate in a documented Effectiveness Review. This review will validate the implementation and assess the effectiveness of the safety improvement plan.

The primary goal of every CSQAR is to eliminate serious injuries and fatalities.

SAFETY EXPECTATIONS

Every operational priority or service commitment can be achieved without compromising safety, provided that proper direct controls are in place. No task is so urgent or important that it should jeopardize the safety or health of our coworkers, contract partners, or the public. This section of the Handbook outlines the general safety expectations for contractors specific to PG&E.

GENERAL SAFETY EXPECTATIONS

Contractors must comply with all applicable local, state, and federal laws, including the requirements set by PG&E and regulatory measures aimed at eliminating or mitigating specific hazards.

Site safety controls are essential at work sites to ensure that everyone, including visitors, contractors, subcontractors, PG&E employees, and members of the public, is informed about potential hazards and the required controls for the work location. All tasks, hazards, and mitigation strategies must be documented in the Contractor's Safety Plan (see Section 3.6).

All contractors performing work on behalf of PG&E or on customer sites and assets must be fit for duty and adhere to the contractor's approved Drug & Alcohol Written Safety Program, as detailed in PG&E's Drug & Alcohol Abuse and Testing Policies. An approved Non-DOT Drug & Alcohol Policy is mandatory for all contractors and must be stored in ISN.

Contractors are required to inspect all materials, tools, equipment, and facilities for safety before beginning any work. They must provide and ensure that workers wear Personal Protective Equipment (PPE) as required by Cal/OSHA (California Code of Regulations [CCR], Title 8, Section 3380) and as outlined in their safety plan, hazard analysis, or when accessing a specific PG&E location.



CONTRACTOR OVERSIGHT EXPECTATIONS

CONTRACTOR OVERSIGHT REQUIREMENTS

Contractors are responsible for effectively overseeing their work crews, including subcontractors, at geographically remote locations. PG&E requires contractors to conduct documented safety observations—at least one observation per week for each project or crew engaged in high-risk work. This is necessary to ensure compliance with PG&E's safety requirements and regulatory standards for their personnel and sub-tier workforces under their supervision. Contractors may utilize any documentation platforms they choose and must provide these observations within 48 hours if requested. *Please note these are minimum requirements and each FA may have additional expectations.*

Contractor Oversight includes the following Contractor responsibilities:

- ▶ Appropriately identify, analyze, and communicate known or potential hazards to their personnel and Subcontractors, other potentially impacted workforces, and the public (when present), prior to commencing work.
- ▶ Ensure that contractors, at any tier, used for the work are provided appropriate levels of safety oversight. This includes when their sub-tier work is geographically remote from that of the Prime Contractor.
- ▶ Ensure all identified safety deficiencies are corrected and properly tracked to closure in a timely manner.
- ▶ Ensure all safety incidents, including Serious Safety Incidents and Serious Injury and Fatality (SIF) Incidents are reported to PG&E immediately.

START & STOP WORK AUTHORITY & RESPONSIBILITY

According to the SAFE-02 PG&E Safe Start & Stop Work Policy, all PG&E contractors have the authority to start work, which means they are committed to ensuring it is safe to do so. This involves assessing the work for potential hazards, identifying high-energy hazards, implementing direct controls, and conducting a thorough Pre-Job Briefing or Tailboard with all involved parties.

Additionally, all PG&E contractors have the authority and responsibility to stop work. Any contractor employee is empowered to halt operations at any time to prevent injury, harm, or damage to PG&E coworkers, contractors, visitors, vendors, the public, property, equipment, or the environment.

The contractor must safely halt the work, equipment, or process and gather all personnel in the area to help identify the safety issue(s).

The contractor must inform the supervisor or manager that work has stopped due to an immediate safety concern.

The supervisor or manager should discuss the issues and find an appropriate resolution for the safety concerns.

Unsafe conditions and at-risk behaviors must be corrected before work can continue. Do not proceed in uncertain safety or job conditions.

If there is a disagreement or concerns regarding the resolution, the next level of management should be contacted along with the PG&E Regional or Functional Area Safety Director. This group will collaboratively develop a feasible solution that can be implemented safely and aligns with PG&E's policies, programs, and safety manuals.

Once the issue has been assessed and qualified experts have determined that the safety concerns have been adequately addressed, and all parties are confident that the work conditions are safe, the work can resume. Be sure to document and share any lessons learned as a near miss or good catch, and submit the information accordingly.

INCIDENT MANAGEMENT

The timely reporting of safety incidents enables PG&E and Contractors to partner and identify potential trends of concern, prevent future safety incidents, and share Lessons Learned to improve the overall safety culture. In accordance with the SAFE-3001S Enterprise Contractor Safety Management Standard, all Contractor and Subcontractor-related serious safety incidents or Serious Injury and Fatalities (SIFs) must be immediately reported to the Contractor's Functional Area (FA) Project Manager/Job Sponsor/Representative.

- *Contractor fatality, serious injury or illness, inpatient hospitalization, permanent disfigurement, loss of any bodily member, electrical contact or flash requiring medical attention, systemic incident, serious concealed danger, or use of emergency services.*



Contractors are responsible for reporting and investigating all safety incidents that occur during their work related to PG&E. Incident investigations should be a collaborative effort, and Contractors are encouraged to seek assistance from PG&E when necessary. Upon request, Contractors must provide PG&E with complete copies of all documents, photographs, witness statements, and any other evidence related to the incident.

Each PG&E Functional Area has established additional incident reporting requirements. Before commencing work, Contractors must coordinate with their PG&E project leads to understand the reporting process applicable to their scope of work, including the types of incidents that need to be reported and the reporting procedures. The types of incidents that may be required include OSHA Recordables, Days Away/Restricted/Transferred (DART) incidents, Lost Workdays (LWD), First Aids, Line Strikes and Dig-Ins, Near Misses, and Motor Vehicle Incidents.

Prime Contractors are responsible for reporting incidents involving their Subcontractors to the appropriate PG&E Functional Areas. However, Subcontractors must also report their incidents directly in their monthly ISN SiteTracker reports.



Where we prioritize safety and prevent potential incidents can be just as informative as when incidents do occur.

Contractors are encouraged to share their company's best practices, near misses, good catches, and lessons learned with their PG&E project teams and functional areas.

This sharing of experiences presents an opportunity to highlight our successes as PG&E partners and to promote our safety culture.

SERIOUS INCIDENTS & FATALITIES/ OPTION 1

All PG&E serious safety incidents (SSIs) or Serious Injury and Fatalities (SIFs) must be reported to the Safety Incident Notification Line (Option 1). The PG&E Project Manager/Job Sponsor/Representative reports contractor related incidents or Serious Injury and Fatality (SIF-A/P) to the Safety Incident Notification (Option 1) on behalf of the affected Contractor.



THE OBJECTIVES OF THE SAFETY INCIDENT NOTIFICATION LINE (OPTION 1) ARE AS FOLLOWS:

1

Establish a notification and response management standard to provide guidance for the timely, consistent, and appropriate level of notification and response to PG&E safety-related incidents.

2

Meet regulatory agency requirements and internal PG&E requirements for incident notification and response.

3

Meet all regulatory agencies requirements including but not limited to California Occupational Safety & Health Administration (Cal/OSHA), California Public Utilities Commission (CPUC), and Utility Standard: SAFE-1001S Injury and Illness Prevention Plan (IIPP).

4

Every employer shall report immediately any serious injury or death, of an employee occurring in a place of employment or relating to any employment by telephone to the nearest District Office of the Division of Occupational Safety and Health.

5

“Immediately” means as soon as practically possible but not longer than eight (8) hours after the employer knows or with diligent inquiry would have known of the death or serious injury. If the employer can demonstrate that exigent circumstances exist, the time frame for the report may be made no longer than 24 hours after the incident (California Code of Regulations, Title 8, section 342).



All Serious Safety Incidents (SSI), or Serious Injury and Fatality (SIF) events, involving your company, including those not related to PG&E projects, must be uploaded to your ISNetworld account under SHE Statistics on an annual basis. After submitting the incident details to ISNetworld, PG&E will assign an action item requesting further information about the incident. This process allows PG&E to conduct a documented, qualitative review and share the event details with key stakeholders.

If there is actual or potential relevance to PG&E-related work, a review committee will determine whether the contractor should be disqualified from consideration for future PG&E projects or if additional safety measures should be implemented.

Contractors are required to promptly, thoroughly, and transparently investigate all serious safety incidents and SIF events using causal analysis methodologies. You must also develop and implement corrective actions based on these investigations. PG&E has established an Enterprise Cause Evaluation Standard that is available upon request to assist with these investigations and corrective actions. All SIF incidents occurring on a PG&E project, including both actual incidents (SIF-A) and potential incidents (SIF-P), will be investigated collaboratively with PG&E.

SAFETY STANDDOWNS & PROBATION



The Enterprise Contractor Safety Stand-Down and Probation Procedure (SAFE-3001P-24) provides a coordinated approach for PG&E Functional Areas to safely pause work when significant safety concerns or trends are present.

PG&E field personnel will provide information regarding a safety event or identified issue(s) of concern to their Leadership.

After gathering additional information, such as incident details or observation data, Leadership will coordinate with PG&E and the contractor parties to determine if a Stand-Down is necessary. They will then issue a Contractor Safety Stand-Down Notice.

A Stand-Down or Probation may be implemented for a specific job, project, or worksite. However, if the scope of the Stand-Down could potentially affect system-wide construction activities or various work types and projects, PG&E may initiate an Enterprise-wide Stand-Down for all PG&E work.



Contractors must communicate with the PG&E Safety Action Assessment Committee (SAAC) assigned to the Stand-Down, Probation, or other PG&E teams. They are required to develop and implement a safety improvement plan that is accepted by PG&E before any work can resume. A comprehensive safety improvement plan includes:

- Problem Statement(s) and Containment Plan (developed within 48 hours unless otherwise noted)
- Barrier Analysis for each problem identified
- Identification of causes, additional findings, and mitigating actions (i.e. countermeasures, corrective and preventive actions)

Alternative Safety Improvement Plan methodologies may be approved by PG&E and used as applicable based on the safety incident.

Contractors will receive guidance from PG&E partners regarding the applicability of a Stand-Down or Probation. They will also be provided with templates and support to create the Safety Improvement Plan. Monthly check-ins will be conducted to review the implementation and effectiveness of the Safety Improvement Plans, and updates should be made as necessary.

SAFETY PLANS



SAFETY PLAN ACCESS

All contractor personnel shall have access to their Safety Plan for reference during work activities. Any deviation from the Safety Plan or hazard control methods shall be reviewed and approved by the responsible PG&E personnel or designee. All Contractors are required to provide training to their personnel and Subcontractors on the approved Safety Plan.

Safety Plans must be readily available to all employees. They may be digital but must be downloaded prior to work in the absence of internet access. Individual Functional Areas or locations may require



GUIDE FOR SAFETY PLANS

SAFE-3001P-20-JA04, Enterprise Contractor Safety Plan Job Aid, gives detailed information on the intent, creation, and retention of Safety Plans. A Safety Plan template and JHA template that establishes the minimum PG&E Safety Plan requirements are available on the PG&E Enterprise Contractor Safety Page.

Contractor Safety Plans are essential reference documents designed to help personnel in the field perform their work safely.

These plans should encompass the entire scope of work for the specific project or program and include tasks performed by both prime contractors and subcontractor partners.

By developing these safety plans in advance of the work, PG&E can ensure that its contractor partners have identified and addressed safety concerns, while also meeting all applicable regulatory requirements.

Safety Plans should provide detailed scopes of work, outlining tasks, potential

hazards, appropriate mitigation measures, and the necessary training to safely carry out the identified tasks.

All contractors are required to submit a PG&E-approved safety plan and Job Hazard Analysis for high-risk work that thoroughly addresses the specific work to be performed. Additionally, some Functional Areas may also request Safety Plans for medium-risk work.

PG&E identifies three main categories of safety documents. While some companies may use these terms interchangeably or have different names for these documents, each essential aspect must be present in your company's safety documentation.

Job Hazard Analysis (JHAs)

JHAs, Job Safety Analyses (JSAs), Job Site Safety Analyses (JSSAs), or similarly named documents are task specific and an integral part of an overall Safety Plan. JHAs describe, in detail, the task at hand, the hazards associated with the task, and the mitigations and trainings associated with the task. JHAs should also include site-specific information, or any changes to the task, method, or condition while performing the scope of work.

- a. All Prime and Subcontractors must complete a daily Job Hazard Analysis prior to the beginning of work activities.
- b. All JHAs and Safety Plans must incorporate the Energy Wheel and identify high energy hazards.
- c. Contractors are required to establish a form of effective and timely communication to Emergency Services on every jobsite in the case of an emergency. Inclusion in the site Safety Plan and/or JHA is recommended.

Pre-Job Safety Briefings or Tailboards

Pre-Job Safety Briefings are the application of the Safety Plan and JHA. These daily meetings should be led by competent PG&E or Contractor representatives and communicate all daily tasks, hazards, and mitigations. Pre-Job Safety Briefings are required for medium and high-risk work.

- a. Prime and Subcontractors onsite shall jointly participate in daily Pre-Job Safety Briefings.
- b. If conditions change during the course of the work, the Contractor shall pause work, conduct another tailboard, and revise the JHA as appropriate.

Programmatic or Project-Specific Safety Plans

Programmatic or Project Specific Safety Plans: Safety Plans should cover the entire scope of work to be performed on the project or program work. Safety Plans must include all anticipated tasks, hazards, mitigations, and appropriate training. Other Safety Plan content may include: PG&E and Contractor contacts, field leadership and safety observation plans, PPE requirements, emergency action Plans, certifications and licenses, site orientation, etc.

- a. Prime Contractor Safety Plans should include all Subcontractor work scopes. Subcontractors may sign onto their Prime Contractor's Safety Plan or create their own. A Safety Plan is required for all high-risk work for each program or project.

TRAINING REQUIREMENTS

Contractor trainings are housed in ISN and are assigned to Contractor companies based on their Functional Area site connections and/or scopes of work. The Contractor company is then responsible for assigning trainings to individual employees.

All contractor employees engaged in medium and high-risk work must complete the Corporate Contractor Safety Awareness Training course (SAFE-0101) in ISN. If training isn't validated, work may be paused, and the employee could be removed from the site until verification is done.

Contractors performing medium or high-risk tasks must carry an ISN ID Badge, which can be digital through the ISN or Empower App. Low-risk employees in office roles do not need an ISN Badge. All workers must have their ISN Badge on them while working for PG&E and show it to PG&E personnel if asked.

PG&E has posted the "PG&E Training in ISNetworld - Contractor Training Safety Advisories" in ISN, linking all contractor training related to their Safety Advisories. Contractors should review these advisories to determine the relevance to their work; training deemed irrelevant is not mandatory, though it will appear as a compliance item in the Training Basket. Contractor Training Administrators must ensure ISN Training Profiles are current, including marking completed training and updating employee statuses.



ISN trainings can be completed on desktop accounts or through the ISN Empower App. Many ISN trainings can also be conducted in a group setting. The Contractor's ISN Account Administrator is responsible for manually assigning training credit to all employees who attend these sessions.

Contractors with PG&E LAN IDs who complete training through the PG&E Academy and are listed in ISN should request their Training Administrator to manually assign the appropriate training credit in ISN.





OPERATOR QUALIFICATIONS

Federal and state regulations, specifically CFR 49.192, Subpart N, and GO 112F, mandate that individuals performing covered tasks on gas pipeline systems must hold the appropriate qualifications at the time they conduct their work.

Operator Qualification is necessary for any work on gas pipeline systems or for the construction of new gas pipeline facilities that will connect to these systems, regardless of the Functional Area supported by the contractor.

Contractors are responsible for ensuring that their employees and subcontractors who perform covered tasks are properly qualified during the onboarding process and throughout the duration of all work activities.

CONTRACTOR-LED TRAININGS

Contractors are responsible for ensuring that their employees and subcontractors are adequately trained and qualified to perform work on behalf of PG&E in accordance with all relevant regulatory requirements. This includes, but is not limited to: PG&E's Contractor Safety Program, the contractor's own safety program, all job-related hazards and tasks, and applicable laws. Training materials and verification must be provided to PG&E within 48 hours upon request.



A full list of PG&E qualifications can be obtained by calling 1-855-854-6227, and selecting Option 4, or by emailing OQPlasticSched@pge.com.



For more information, contractors can visit the [Gas Pipeline Operator Qualification](#) webpage.

WILDFIRE SAFETY

One of PG&E's principal Stands is that "Catastrophic Wildfires Shall Stop." This stand will be supported and upheld by all Contract Partners.



In order to comply with PG&E expectations, and California Public Resource Code (PRC 4427, 4428, & 4431), a utility standard has been created: EMER-4102S (formally TD-1464S), "Preventing and Mitigating Fires While Performing PG&E Work." This standard and all its attachments can be found here: www.pge.com/wildfireprevention.

EMER-4102S establishes precautions for PG&E employees and contract partners to follow when traveling to, performing work, or operating outdoors on or near any forest-, brush-, or grass-covered land. It must be complied with 365 days out of the year. Additionally, the required SAFE-1503WBT, "Fire Danger Precautions" training must be completed no later than 90 days past the assignment date and then going forward annually between January 1 and April 1.

Whenever these forest, brush, or grass-covered land conditions exist, employees shall determine what Fire Index Area (FIA) they are working in, and evaluate the Fire Potential Index (FPI) for that day. Using this information, in combination with the standard, employees will determine what mitigations they will take when performing work on PG&E's behalf.

The mitigations vary based on the FPI as well as the type of work being conducted. Please refer to the [Wildfire Mitigation Matrix](#) for additional details.

Lastly, Contractors are responsible for completing and documenting the Wildfire Risk Assessment prior to any work starting.

WILDFIRE PREVENTION

Due to climate and environmental issues in the state of California, wildfire is a significant threat needing attention for prevention and mitigation. Therefore, PG&E has revised procedural standards to best support addressing this urgent situation.

All suppliers operating in the field must adhere to these requirements and take responsibility for actions that could potentially cause wildfires. This includes being aware of wildfire risks in the geographic areas where work will be conducted, properly outfitting vehicles and personnel, providing adequate training, and ensuring that each individual is accountable for preventing and mitigating potential wildfire risks.



If ignition of any sort occurs, call emergency services (9-1-1) IMMEDIATELY, even if the fire has been suppressed.

Additionally, the jobsite supervisor must call the Hazards Awareness and Warning Center (HAWC) at 1-800-255-7593.

Key Links

- [Preventing and Mitigating Fires While Performing PG&E Work \(PDF\)](#)
- [Attachment 1, Wildfire Mitigation Matrix \(PDF\)](#)
- [Attachment 2, Wildfire Risk Checklist \(PDF\)](#)
- [Reporting Ignitions on the Jobsite – English \(PDF\)](#)
- [Reporting Ignitions on the Jobsite – Spanish \(PDF\)](#)

DRIVING SAFETY

All medium- and high-risk contractors must develop a Motor Vehicle Driving Safety (MVDS) program. Please collaborate with your Contractor Leadership to access this document and become familiar with your company's specific expectations. This standard will be supported and upheld by all Contract Partners.



To ensure your MVDS complies with PG&E expectations, refer to PG&E's Contractor Driving Safety Program Requirements.

Driving is one of the biggest risk exposures at PG&E. We are committed to all employees and contract partners driving safely when getting to the jobsite and returning home. To ensure all California State Laws are complied with at all times, PG&E highly recommends:

- Pre-trip inspection
- Journey Management Plan
- 360 Vehicle Walk-Around prior to use

However, incidents do happen. While motor vehicle incidents are mostly preventable, it is critical that our Contractors understand and follow PG&E's strict driving and policies to avoid them.

A Motor Vehicle Incident (MVI) is defined as any event involving a PG&E employee or contractor operating an owned, leased, rented, or personal vehicle for PG&E business. This includes situations that result in damage to property or vehicles, injury to any employee, contractor, or third party, or a fatality involving any employee, contractor, or third party.

Any incidents that meet this definition must be reported to the Functional Area (FA) teams as soon as possible, ideally within 8 hours of the MVI occurring. The FA team will contact your company to gather any additional information needed.

PHONE-FREE POLICY

Contract partners are expected to comply with PG&E's Phone-Free requirements outlined below.

Prohibited Uses of Cell Phones, Hand-Held, and Hands-Free/Bluetooth® Devices

1. California law prohibits the writing, sending, or reading of text-based communications (email, text messages, instant messages, GPS) while driving a motor vehicle.
2. While California law allows drivers 18 years and older to use hands-free phones while driving, PG&E employees and contract partners are prohibited from using hands-free phones, including Bluetooth® Devices (Smart Watch, etc.) or other wired earpieces while driving on PG&E Business. Specifically, all employees may NOT use Cellular phones or other Bluetooth® Devices while driving to:
 - Cellular Phones, Hand-Held, and Hands-Free/Bluetooth® Devices may be used while safely and legally parked.
 - Cellular Phones may be used as a GPS, provided the course is set before the trip or departure from the vehicle's parked location. Any changes that require physical interaction with the device will only be conducted after being safely and legally parked in the vehicle.
 - All Cellular Phones or electronic wireless communication devices used for GPS must be mounted and secured in accordance with applicable state laws. (See California Vehicle Code section 23123.5 and 26708.)

Permissible Uses of Cell Phones, Hand-Held, and Hands-Free/Bluetooth® Devices

1. Emergencies: In the event of an emergency, employees may use a Cellular Phone and/or Bluetooth® Device while the vehicle is in motion to make an emergency call to a law enforcement agency, a medical provider, the fire department, or other emergency service provider agencies.
 - Two-way radios installed in personally owned, contractor-owned, or leased vehicles may be used while driving by employees whose job duties require them. Conversations should be limited to dispatch purposes and emergency response activities.
 - Two-way radios shall not be used for direct dialing another user.
 - Two-way radios are permissible on group talk frequencies.



UTV OPERATIONS

Contractors may not perform Class 1 or 2 UTV work on PG&E property until PG&E has validated that the Contractor's UTV Safety Program meets PG&E's training requirements.

The PG&E UTV Training Program Requirements include:

- Contractors must submit their UTV Safety Plan covering the use of Class 1 UTVs to ISNetworld for PG&E review and approval.
 - » The UTV Safety Plan must include a training curriculum specific to each make and model of the selected Class 1 UTV vehicle.
 - » The Safety Plan must be submitted to ISNetworld as a "UTV Safety Plan" under "Owner/Client Specific Documents" as a standalone document.
- The appropriate PG&E Functional Area Contractor Safety Team must review and approve the Contractor training programs prior to commencing work.
- Contractors must train and qualify Class 1 UTV operators on the make(s) and model(s) of vehicle(s) used.
- Contractors must upload training qualifications for each operator to ISNetworld.
 - » Qualification criteria must meet or exceed the minimum expectations set by PG&E, and each operator will have to show competence in a knowledge and skill assessment.
- The UTV Safety Plan must show that additional expanded safety mechanisms and controls are implemented to help avoid future serious safety incidents related to the use of UTVs.



EXCAVATION SAFETY



Excavation activities are an integral part of PG&E projects for many Contractors across PG&E, supporting Gas, Electric, and other Functional Areas.

Excavation incidents can lead to significant property damage, injuries, and even fatalities. For this reason, following safe excavation procedures is one of PG&E's 10 Keys to Life. PG&E Leadership actively tracks over 30 excavation safety metrics to ensure compliance.

Damages caused by dig-ins to PG&E facilities are entirely preventable with the right

procedures and mitigations in place. PG&E's Damage Prevention Department includes several teams: Locate & Mark (L&M), the Dig-in Reduction Team (DiRT), Aerial & Ground Patrol, Standby Governance, Damage Recovery and Metrics, and Public Awareness. These teams work together to support the public and contractors in safely excavating around PG&E assets.

For additional support and resources for digging safely, visit the Resources for Safe Digging page or the Team at DamagePrevention@pge.com.

CORE

PG&E's CORE OpenText Application provides contractors with secure, remote access to select documents in PG&E's Technical Information Library. CORE contains standards and procedures that are applicable to both internal and contractor personnel and is updated immediately when documents are revised.

Contractor partners should consult with their PG&E project leads to identify which PG&E standards and procedures are relevant to their scope of work before beginning any tasks. For documents not available in CORE, PG&E project leads will share them as needed.

To request access to PG&E's CORE, please contact your PG&E Project Lead and designate an account administrator for your company. Your PG&E representative will then connect the account administrator with the CORE Team. The account administrator is responsible for providing the company name, their name, email address, and phone number. They will receive instructional emails from the CORE Team and will be able to add or remove contractor employees once the account setup is complete.



ELECTRIC OPERATIONS



All Electric Operations (EO) Contract Partners must comply with the following PG&E Functional Area (FA) Specific Contract Partner Safety Management Procedures:

➤ Electric Distribution

- ED Contract Partners contracted by PG&E EO General Construction (GC) Maintenance & Construction (M&C) work: REFER to SAFE-3001P-15.
- ED Contract Partners contracted by PG&E Electric Construction Mgmt -- Delivery work: REFER to SAFE-3001P-09.



➤ Electric Transmission Contract Partners: REFER to TD-1952P-01.

➤ Electric Substation Contract Partners: REFER to SAFE-3001P-32.



EO REQUIRED WEB-BASED TRAINING

ALL Contract Partners supporting EO MUST COMPLETE and DOCUMENT the following PG&E Web-Based Training in ISNetworld prior to starting work:

- ALL Electric Operations WBT: in **Light Blue** below.
- Electric Distribution-Specific WBT: in **Dark Blue** below.
- Electric Transmission-Specific WBT: in **Orange** below.
- Electric Substation-Specific WBT: in **Yellow** below.

Training Name	Description	Training Name	Description
SAFE-0101	Corporate Contract Partner Safety Awareness	SAFE-0812WBT	Safe Excavation & Dig-In Reduction *
SAFE-1503WBT	Fire Danger Precautions	EQIP-0200WBT	Rural Driving Safety *
ENVR-0200WBT	PG&E's Vault Discharge Training *	ENVR-0202WBT	Dielectric Fluid Spill Response Training *
TECH-9165WBT	Foul Weather Driving	No Course Code	Line-of-Fire Hazards: Eye Safety Awareness
SAFE-4513WBT	Electric Operations Contract Partner Safety Orientation		
SAFE-0256WBT	Patrolling the Utility Environment *	PSOS-0521	Substation Access for Contract Partners
SAFE-0256WBT	Patrolling the Utility Environment *	TECH-0002WBT	Basic Helicopter Safety *

* if applicable in scope of work for PG&E



EO COMPLIANCE

All Contract Partners supporting PG&E EO are required to **COMPLY** with and **TRAIN** their employees on the PG&E requirements and procedures outlined in the Contract Partner's Master Service Agreement (MSA) or Contract Work Agreement (CWA) contract with the PG&E Functional Area, also outlined in the PG&E EO Safety Plan Templates.

- For detailed information on what IS and what IS NOT required for Contract Partners to follow in the following procedures, **REFER** to PG&E EO Safety Plan Template mitigation section in Section 2.0 (Risk Assessment and Hazard Identification) of the template OR the language in your contract with PG&E.

EO FA	Activity/Task	PG&E Procedure
ALL EO	Wildfire Prevention/ Mitigation	<ol style="list-style-type: none"> 1. EMER-4102S, PG&E's Wildfire Prevention/ Mitigation Standard 2. EMER-4102P-01, Work Activities Procedure 3. EMER-4102P-01, Wildfire Mitigation Matrix 4. EMER-4102P-01, Wildfire Risk Checklist 5. EMER-4102P-02, Jobsite Ignition Reporting
	Excavation	<ol style="list-style-type: none"> 1. TD-4621M, PG&E Excavation Safety Manual 2. TD-4412P-05, Excavation Procedures for Damage Prevention 3. TD-4412P-05-F02, Pre-Dig Verification Checklist
	Climbing Wood Distribution & Transmission Poles	<ol style="list-style-type: none"> 1. TD-2325P-02, Testing Wood Poles Before Climbing 2. TD-2923P-01 - Att 6, Damaged Pole Inspection Process Flow
	Handling Poles: Loading, Unloading & Moving Poles	<ol style="list-style-type: none"> 1. PG&E Restriction on Handling Poles: Restrict use of "pole tongs" to pole piles and discarding of old poles in waste bins ONLY. REFER to PG&E FA PSP/PSSP Template for details.
Electric Distribution	Distribution Clearances and Switching	<ol style="list-style-type: none"> 1. TD-2908P-01, Distribution Switching Procedure 2. TD-2700P-03, Clearances and Non-Tests 3. PG&E ED Doc # 051105, Prevention of Ferroresonance in ED TXFR Installations
	Rubber Glove Exception Circuits	<ol style="list-style-type: none"> 1. TD-2360P-01, Rubber Glove Work Methods 50V-21kV <ol style="list-style-type: none"> a. Specifically: Rubber Glove Exception Circuits
	Installing/ Repairing Electric Services & Service Connections	<ol style="list-style-type: none"> 1. TD-2901P-01, Voltage & Phase Rotation Check on Secondary Connections
	Repair or Re-Route of Single-Phase or 3-Phase Cable & Equipment	<ol style="list-style-type: none"> 1. TD-2404P-01, Working Near UG ED Cables and Field Repair of ED Line Equipment
	Exposure to Arc Flash Hazards	<ol style="list-style-type: none"> 1. TD-2509P-01, ET&D Arc Flash Hazard Control Procedure
Electric Transmission	Induction Corridors & De-Energized Work: T-Line-Specific	<ol style="list-style-type: none"> 1. TD-2345M, PG&E Protective Grounding Manual Section 2 - General 2. TD-2345M, PG&E Protective Grounding Manual Section 4 - Transmission: OH & UG
Electric Substation	Substation Grounding Requirements	<ol style="list-style-type: none"> 1. TD-2345P-01, Grounding in Substations by Contractors 2. TD-2345M, PG&E Protective Grounding Manual Section 7. Substations and Generation Facilities
	Substation-Specific Excavation Requirements	<ol style="list-style-type: none"> 1. TD-3320P-16, Substation Excavation Procedures 2. TD-3320P-16-F01, Substation Excavation Checklist

INCIDENT REPORTING, INVESTIGATION, & CORRECTIVE ACTIONS

Contract Partners **MUST REPORT** incidents in accordance with PG&E's Electric Operations Incident Reporting Procedure.

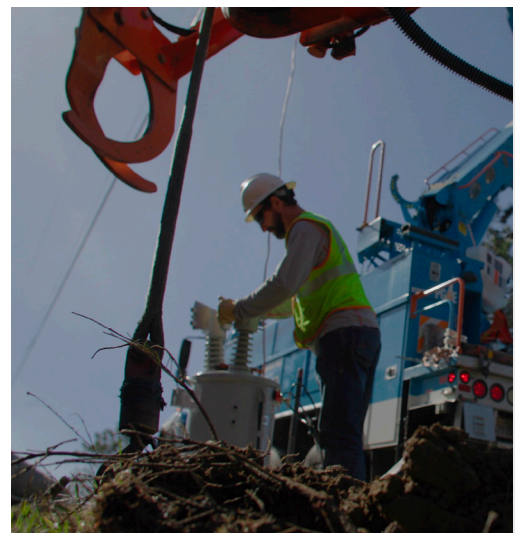
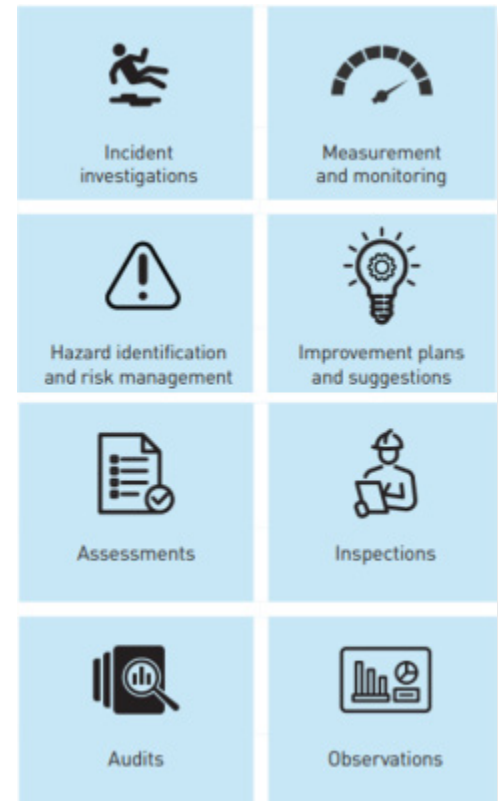
PG&E requires the following incident types to be reported:

At-Risk Events:

- Serious Injury & Fatality (SIF) Actuals or Potentials
- OSHA Recordable & Reportable Injuries
- First Aid Injuries
- Motor Vehicle Incidents (Preventable & Non-Preventable)
- Dig-Ins (At-Fault and Not At-Fault Dig-Ins)
- Work Procedure Error or Work Procedure Violations
- Property Damage Incidents
- Environmental Impact Incidents
- Equipment Failures (PG&E Equipment or Contract Partner Equipment)
- ANY Fire Ignition

Positive Events:

- Near Misses and Good Catches





REPORT Incidents immediately to field leadership via phone (call or text within one hour of being notified).

SUBMIT Initial incident reports within 8 hours to the specific Electric Operations Functional Area via email to:

- EDContractorIncidentReporting@pge.com for Electric Distribution incidents
- TLineContractorReporting@pge.com for Electric Transmission Line incidents
- TLineContractorNearMissGoodCatch_@pge.com for Electric T-Line Good Catches & Near Hits
- SubstContractorReporting@pge.com for Electric Substation incidents (including Temporary Generation)

SUBMIT final incident reports, including Cause Evaluations and Corrective Actions (when applicable) within three (3) business days. If additional time is needed, **COORDINATE** with EO Functional Area Safety Representative.

EO CONTRACTOR SAFETY PLANS

Routine Contract Partner Safety Meetings are hosted by the PG&E Functional Area and supported by PG&E EO Safety Excellence. The meetings allow PG&E to partner with Contract Partners to address a range of topics:

- 2025 Update: PG&E EO has consolidated Contractor Safety Plans by combining Electric Distribution, Transmission and Substation into two templates (PSP and PSSP).
 - Safety Plan Templates clearly outline PG&E requirements that Contract Partners will be required to follow
 - Links to PG&E guidance documents have been provided in the EO Safety Plan Templates.
 - NOTE: A PG&E LAN-ID with PG&E's Technical Information Library (TIL) access or PG&E's SMW Application assess is required to access these links. ALL Foreman should request access.



TRAIN

All EO Contract Partner employees and all Subcontractors (at any tier) must be trained on the PG&E-Approved PSP for Programmatic work or PSSP for the project they are working on. Refer to the PG&E EO Functional Area Safety Team for guidance.

ALL HIGH RISK CONTRACTORS MUST SUBMIT A PSP

A program refers to multiple projects, across multiple locations, which are managed and delivered as a single package.

NOTE: ELECTRIC SUBSTATION PRIMARILY USES PSSPs

PSPs are used on a case-by-case basis for non-construction related services, such as: Environmental (SWPP, FracTank cleaning, weed abatement), Temporary Generation, etc.

UNDERGROUND TRAINING

UNDERGROUND TRAINING REQUIREMENTS

PG&E contracted crews may not perform underground Electric Work (underground cable, equipment repair or maintenance) on PG&E property until the Electric Distribution Contractor Safety Team has validated that their company's UG Electric training program meets PG&E's training requirements.



CRITERIA FOR APPROVAL IS AVAILABLE FROM YOUR FUNCTIONAL AREA REPRESENTATIVE: Once approved, and all employees trained, the Contractor must submit Training Qualification (TQ) records into ISNetworld for each employee.

Underground Electric Training Program

PG&E Contractors who perform underground electric work (underground cable, equipment repair or maintenance) must submit its company's safety program manual for identifying, testing, grounding, and spiking underground cables.

Contractor's training curriculum and qualification

criteria for: identifying, testing, grounding, and spiking underground cables must include:

- A Qualified Instructor
- Classroom and Hands-On Training
- Employees must pass a written test and a hands-on knowledge assessment

PSSP TRIGGERS & REQUIREMENTS

Each Functional Area (FA) has set different triggers/requirements for PSSPs:

- Contract Partners **MUST** SUBMIT their ED PSSPs to the applicable ED Safety Representative for PG&E review and approval prior to starting work.
- **MAINTAIN** the approved PSSP onsite and accessible at all times.



Electric Distribution

All high risk Electric Distribution Contract Partners working more than 1,500+ hours on a single Project OR if required by PG&E Work Supervisor/ Safety Representative are required to develop Project Specific Safety Plans

Electric Transmission

All high risk Electric Transmission Contract Partners working projects are required to develop Project Specific Safety Plans.

- Contract Partners **MUST** submit the PSSP to the TLineConstructionManagement-PSSP for PG&E Review and approval prior to commencement of any work activity
- **MAINTAIN** the approved PSSP onsite and accessible at all times.





Electric Substation

All high-risk Electric Substation Contract Partners are required to develop Project Specific Safety Plans (PSSPs) for any projects taking place inside substations.

Contract Partners must submit their Substation PSSP to SubContSafetyPSSP@pge.com for PG&E review and approval before starting work.

- **SUBMIT** the SAFE-3001P-32 Att 3 (Substation PSSP Template) to the Substation Contractor Safety Team.
- **MAINTAIN** a physical copy of the approved PSSP in a yellow binder and ensure it is accessible on-site at all times.
- **IF** the project involves soil disturbance at identified former MGP or HAZWOPER sites, a Health and Safety Plan (HASP) must be submitted along with the PSSP.
- **IF** the scope of work includes crane operations involving a critical lift, a lift plan must accompany the PSSP.
- **ANY** Electric Distribution or Transmission project, or any other PG&E FA projects taking place inside a substation, require a consult with the Substation Safety Team and the Substation FA Construction Supervisor to coordinate resources for site access and support. All high-risk work inside a substation must be overseen by a PG&E Site Representative at all times.

EO-SPONSORED SAFETY MEETINGS

Routine Contract Partner Safety Meetings are hosted by the PG&E Functional Area and supported by PG&E EO Safety Excellence.

The meetings allow PG&E to partner with Contract Partners to address a range of topics:

- Safety Incidents and Trends
- Good Catches, Near-Hits and Industry Best Practices
- PG&E Safety Requirements
- Upcoming Changes



EO FA	Meeting Name	Meeting Schedule	Meeting Description
ALL EO	EO Weekly Safety Call	Every Thursday at 0700 (30 Min to 1 Hour)	<p>The EO Thursday Safety Call is a forum to broadly share serious events, Near Hits/Misses, and Safety Recognitions. We focus on what failed, not who failed, lessons learned to empower others to mitigate potential for a similar incident, sharing best practices for maturing our capacity to fail safely, and to recognize noteworthy safety performance.</p> <ul style="list-style-type: none"> Questions regarding the Thursday Safety Call should be sent to the ElectricSafetyPMO@pge.com
		Audience Coworkers, contract partners within EO as well as other Functional Areas.	
Electric Distribution	ED Contract Execution Contractor Safety Call	Every Friday: 0900 to 1000 (Except 3 rd Thursday Weeks)	<p>The ED Contract Execution Contractor Safety Call is a forum to share safety incidents and trends, lessons learned, areas for improvement, PG&E/Contractor partnership, industry best practices, PG&E requirements and updates.</p> <ul style="list-style-type: none"> 1st Friday of the month's focus: Good Catch and Near-Hits
		Audience Coworkers, contract partners within Contract Execution	
Electric Transmission	T-Line Monthly Partnership Call	The first week of each month.	<p>The T-Line Monthly Partnership Call is a forum where T-Line Ops and Safety Leadership partner with each Prime Contractor company to review safety incidents, observations and trends, lessons learned, areas for improvement, PG&E requirements and updates.</p>
		Audience T-Line Leadership & Prime Contract Partners	
Electric Substation	Substation Contractor Safety Forum	The last week of each quarter.	<p>Substation Contractor Safety Forum covers PG&E substation specific safety topics, sharing lessons learned, performance feedback, leading and lagging indicators and and w focus areas of improvement.</p> <ul style="list-style-type: none"> Reach out to the Substation Contractor Safety Team for the meeting invite.
		Audience Substation Coworkers & Prime Contract Partners	

EO GRASSROOTS SAFETY MEETING



PG&E EO Contractor Grassroots Safety Meetings are held quarterly and are sponsored by PG&E Functional Areas, with support from Contract Partners. These meetings aim to strengthen the safety partnership between PG&E and its Contract Partners. Topics discussed include industry-leading best practices and the ways in which PG&E promotes cultural change in safety within the industry. Additionally, these meetings provide a valuable opportunity for Contract Partners to collaborate and address shared safety concerns.



GAS OPERATIONS

The following section pertains to work conducted in support of Gas Operations or contracts managed by the Gas Operations Functional Area at PG&E.

Contact Information

The Gas Contractor Team uses a shared inbox for all grade and work scope inquiries.

- Email general inquiries to GasContractorSafetyTeam@pge.com.
- Gas Technical Documents, including standards and procedures, can be found in PG&E's CORE OpenText Application Section.

Operator Qualifications

Operator Qualification is mandatory for any work performed on the gas pipeline system or for the construction of new gas pipeline facilities connected to it, regardless of the contractor's functional area. For further details, please refer to the Operator Qualifications Section.

All contractors, subcontractors, equipment operators, construction managers, field engineers, inspectors, and safety professionals involved in gas transmission and distribution (T&D) construction projects must successfully complete a competency assessment for each type of construction equipment they operate. These assessments, which include both written and performance evaluations, are administered and stored in the ITS system and are valid for three years from the completion date.

Gas Trainings in ISN

All contractors involved in Gas Operations must complete the following training before starting work: Corporate Contractor Safety Orientation (SAFE-0101) and Fire Danger Precautions (SAFE-1503).

- Depending on the scope of work, additional training may be necessary. Contractors should consult with their PG&E Leads to confirm the required training for their specific project.
- Furthermore, Site-Specific Trainings might be required, including Title 5 Trainings for various facilities and Onboardings for Storage and Generation facilities. Job Aids related to the training can be found on the ISN Bulletin Board.

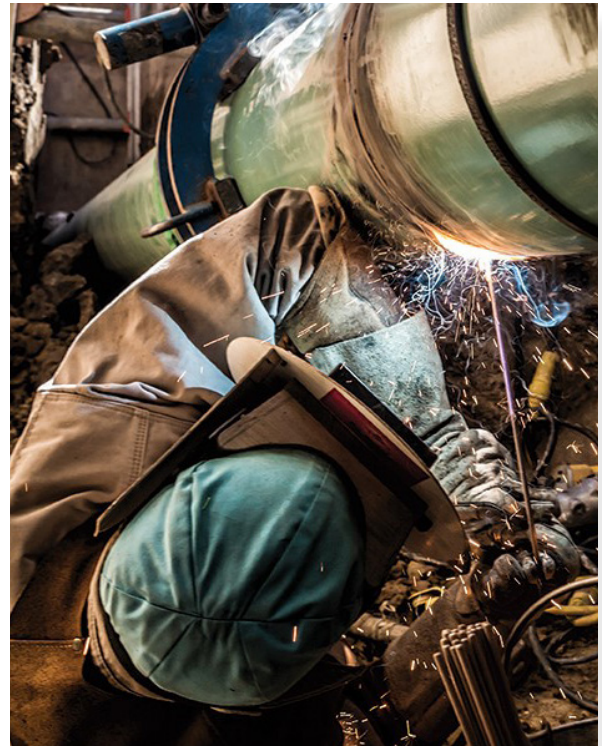
Incident & Good Catch Reporting

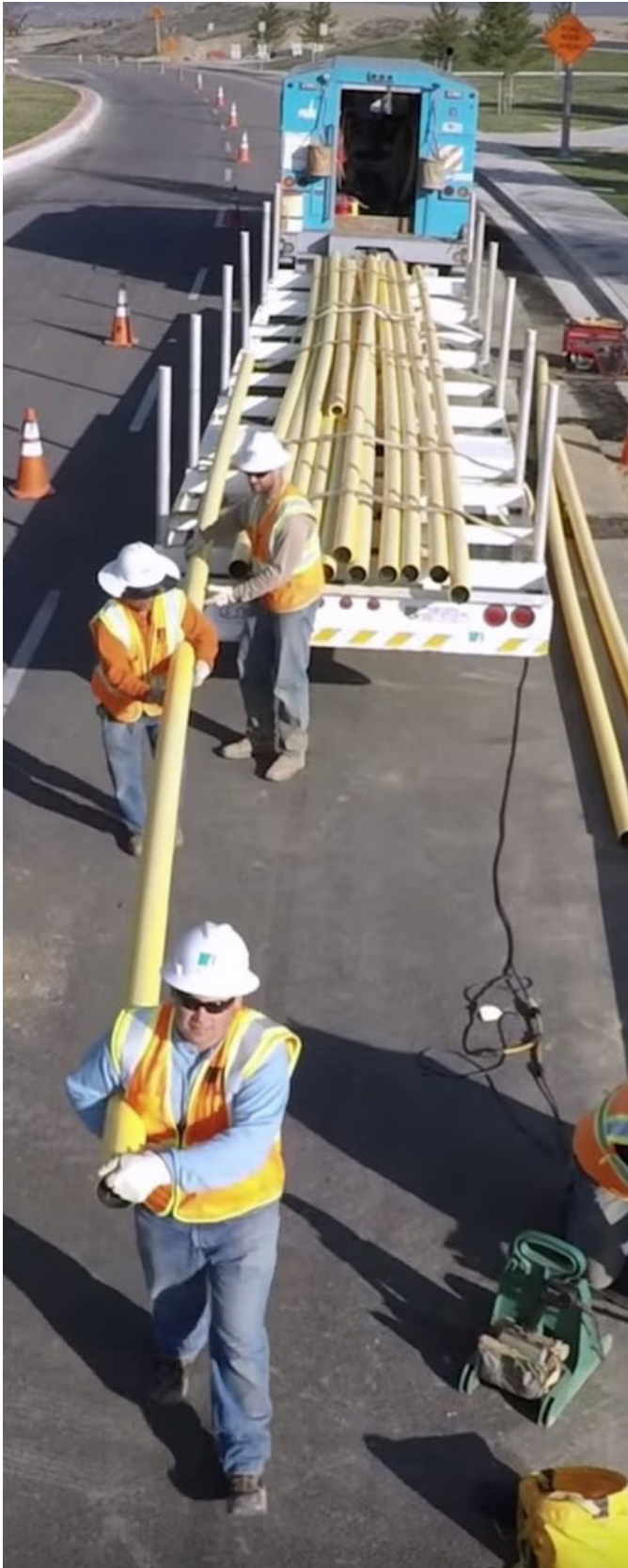
Gas Operations requires the following:

- Serious Injury & Fatality (SIF) Actuals or Potentials
- OSHA Recordable & Reportable
- First Aid Injuries
- Motor Vehicle Incidents (Preventable & Non-Preventable)
- Third-Party Incidents
- Property Damage Incidents
- Abnormal Operating Conditions
- Near Misses

Safety incidents must be reported to field leadership immediately via phone (either call or text). Initial incident reports need to be submitted within 24 hours using the Gas Contractor Safety Team Incident Reporting Tool, accessible via the QR code below. Final incident reports, which should include a Cause Evaluation and Corrective Actions when applicable, should be submitted within two business days. If additional time is required, contractors must coordinate with the Gas Contractor Safety Regional Lead.

Good catches should also be reported using the QR code. Recent incidents and good catches may be discussed during the weekly Gas Construction Safety and Operations Meetings. Attendance is mandatory for internal employees and contractor groups supporting Gas Construction and Operations.





On-Site Documentation

All records must be maintained by the Prime contractor and available upon request by PG&E.

- Approved Project Specific Safety Plan (PSSP) or Programmatic Safety Plan (PSP) (Prime Contractor Only)
- Job Safety Analysis (JSA, JHA, Work Plan)
- Heat Illness Prevention Plan (HIPP)
- Safety Data Sheets for all chemicals the crew may use (SDSs)
- Inspected and current fire extinguishers
- Inspected and current first aid kits
- ISN Badge or paper copy
- Operator Qualifications (OQs for tasks being performed)
- Equipment Operator Qualifications Training Validation Card
- Annual Excavation Permit
- Current USA Dig Ticket
- Pre-Dig Form
- Hot Work Documentation
- Daily Excavation Report
- Pacific Gas and Electric Excavation Safety Manual
- Tab Data
- City/County/Cal Trans Encroachment Permits
- Approved Traffic Control Plan
- Qualified Flaggers Card (ATSSA or in house issued)
- Fire Mitigation Report

VEGETATION MANAGEMENT

This section pertains to the work conducted for Vegetation Management Operations, specifically those contracts overseen by the Vegetation Management Operations Functional Area at PG&E.

The Vegetation Management Safety SharePoint is a comprehensive resource hub that includes PG&E's Safe Work Practices, technical documents, safety metrics, standards, procedures, safety documentation, tailboards, toolkits, and various links, including access to PG&E's CORE share. This platform serves as the repository for all documents and standards related to vegetation management.

All Pre-Inspector and tree trimming contractors, along with subcontractors, must use a GPS-enabled fleet management tool while working for PG&E. This software ensures crew safety by offering real-time location tracking during emergencies. While California law allows hands-free phone use for drivers 18 and older, PG&E employees and contractors are banned from using any hands-free devices, including Bluetooth® and wired earpieces, while driving on PG&E business.



Field Observations

PG&E's internal employees, specifically those in Enterprise Contract Safety, Compliance, and Efficiency, act as subject matter experts to assist PG&E Vegetation Management (VM) contractors in addressing the dynamic challenges that arise during utility line clearance and other VM operations.

Our field teams serve as valuable resources to communicate and interpret both internal and industry standards while ensuring safety compliance.



Trainings in ISN

Contractors should work with Enterprise Contractor Safety and VM Approval To Work (ATW) to verify required trainings based on their project information.

High Life or Threat Finding (HLT)

A high or life-threatening finding refers to an unsafe work practice or condition that, although it has not yet caused an incident (such as injury, property damage, or environmental harm), poses a serious risk if not addressed. This includes any deviations from established procedures or administrative controls and may involve high-energy activities where direct controls are insufficient or absent. Such situations can create hazardous conditions that necessitate corrective action.

Contractor Incident Reporting

Incidents must be reported to field leadership by phone (call or text) immediately. Additionally, they should be reported to the VM Contractor Incident Reporting inbox within eight hours. When applicable, Cause Evaluations and Corrective Actions are required within three business days.

Programmatic Safety Plan (PSP) & Project Specific Safety Plans (PSSP)

Vegetation Management Contractors involved in high-risk work are required to create safety plans that address and minimize specific job site hazards, environmental concerns, and health and safety risks associated with their scope of work (SOW). Additionally, all Project Safety Plans (PSPs) and Project-Specific Safety Plans (PSSPs) must incorporate the SOW of subcontractors. Prime contractors are responsible for ensuring that all subcontractors receive an approved copy of the Safety Plan.

Contract partners must maintain all applicable documents onsite and made available to PG&E upon request.

- Approved Project Specific Safety Plan (PSSP)
- Job Safety Analysis (JSA, JHA, Work Plan)
- Tree Risk Assessment
- Heat Illness Prevention Plan (HIPP)
- Injury and Illness Prevention Plan (IIPP)
- Safety Data Sheets for all chemicals the crew may use (SDSs)
- Inspected and current fire extinguishers
- Inspeed and current first aid kits
- ISN Badge or legible copy
- City/County/Cal Trans encroachment permits

POWER GENERATION

Power Generation is responsible for overseeing the operation and maintenance of dams, watersheds, generating stations, solar plants, and battery storage facilities. Each facility has unique characteristics and challenges; however, all safety requirements and contractor expectations for performing work must meet or exceed local regulations and standards.

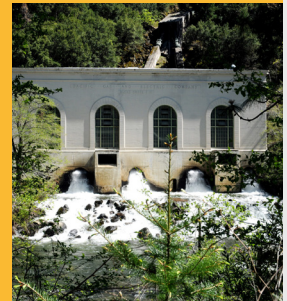
Required Trainings

Hydro Contractors: Prior to mobilization, contractors (prime and subcontractors) that perform medium/high risk activities onsite shall complete the following:

- PGEN-0121 Hydro Contractor Safety Orientation (Annually)
- SAFE-0101 Contractor Safety Awareness (Biennial)
- SAFE-1503 Fire Danger Precaution (Annually)

Fossil and Renewables Contractors: Annually Contractors will

- Discuss Site-Specific requirements, general facility rules, hazards, and emergency action plans for the associated facility
- Review the associated facility talking points and complete applicable "Site Specific Safety Orientation"
- View Contractor Safety Orientation video for PG&E Fossil's and/or Renewables (as applicable)
- Identify specific orientations as required for the work scope, including:
 - » Lock Out Tag Out (LOTO)
 - » Confined Space
 - » Hot Work
 - » Ammonia Awareness training verification
 - » Other specific training requirements
- Complete the associated quizzes applicable to the scope of work



Power Generation Safety Incident Notification Process

Contractors must report all safety-related incidents to the PG&E representative on-site immediately and complete the Incident Notification Template within 8 hours of the incident.

By using the dedicated Outlook mailbox at PGenSafetyIncidentNotification@pge.com, Power Generation's Safety Team will promptly review all safety incidents and appropriately triage the events.

Type of Incident

Injury Dig-In Near Hit MVI Property Damage Environmental

Prime Contractor:

Subcontractor:

Name of Site Representative Reported To:

Location of Event:

Date and Time of Event: _____ Time: _____

Reported By:

Date and Time Reported to Contractor: _____ Time: _____

Event Description:

Containment Plan (Preliminary steps taken immediately to prevent reoccurrence):

- 1.
- 2.
- 3.

Employee's Job Title:

The Following Apply Only to Injuries:

Emergency Transportation (Ambulance/EMS): Yes No Facility Name _____

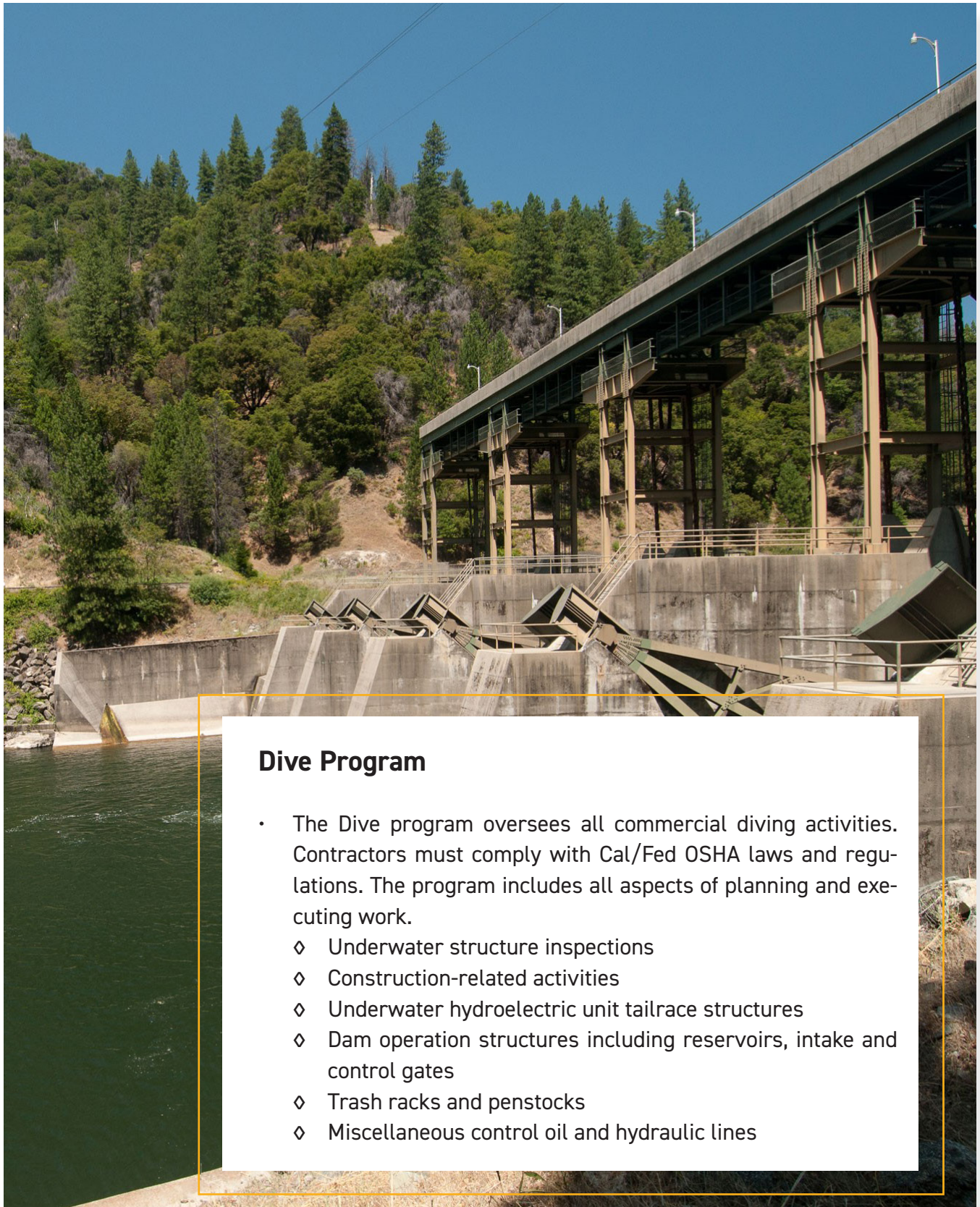
Transported To Facility: Hospital ER: Yes No Admitted: Yes No Clinic: Yes No

Injury Category: Recordable Anticipated: Yes No First Aid Only: Yes No

Updates provided as information becomes available. If you have any questions, please feel free to contact the persons listed below:

Michael Messner, Generation Contractor Safety Program Manager: MQML@PGE.COM

Frank Labelle, Generation Safety Manager: FXLK@PGE.COM



Dive Program

- The Dive program oversees all commercial diving activities. Contractors must comply with Cal/Fed OSHA laws and regulations. The program includes all aspects of planning and executing work.
 - ◇ Underwater structure inspections
 - ◇ Construction-related activities
 - ◇ Underwater hydroelectric unit tailrace structures
 - ◇ Dam operation structures including reservoirs, intake and control gates
 - ◇ Trash racks and penstocks
 - ◇ Miscellaneous control oil and hydraulic lines

LAND, ENVIRONMENTAL, AND REMEDIATION MANAGEMENT

This section focuses on Land, Environmental, and Remediation Management (LERM). Each month, LERM hosts a Contractor Safety call, welcoming all contract partners to join and participate. During these calls, we review the safety requirements for contractors, guidelines specific to different functional areas, best practices, and lessons learned. To receive an invitation to the call, contract partners can reach out to the shared inboxes listed below.

Contact Information

Environmental Remediation -
ERSafetyCompliance@pge.com

Land and Environmental Management -
LEMContractorSafety@pge.com

Land Management Overview

- Implementation of the LCC Requirements
- Manage Company's Compliance with Conservation Easement Terms
- Relocation Support
- Encroachment Abatement
- Hydro Dam Settlement Surveys and Drawings
- Topographic and Planimetric Mapping
- Construction Staking of Facilities
- Defensible Space Vegetation Control Services and Pest Management Services
- Enterprise Safe Access Programs (ESAP)
- Boardwalk Construction
- Access Roads Management and Mapping

PG&E Programmatic Safety Plan (PSP) & Project Specific Safety Plans (PSSP)

Contractors performing medium or high-risk work for PG&E LERM are required to develop Safety Plans to eliminate and/or mitigate specific job site, environmental, and health and safety hazards associated with the Scope of work (SOW). The safety plan must be reviewed and approved by a PG&E Safety Plan Approver. Please reach out to ERSafetyCompliance@pge.com or LEMContractorSafety@pge.com for safety plan review support.

Environmental Management

The Environmental Management (EM) Dept. has the following responsibilities:

- Oversee environmental compliance at PG&E facilities, including generation assets and service centers.
- Acquire permits for distribution, transmission, and generation projects, reviewing potential impacts on sensitive species and resources.
- Ensure adherence to regulations during construction and operations, and manage environmental programs like greenhouse gas reporting and hazardous waste disposal.

Environmental Remediation

The Environmental Remediation (ER) Dept. has the following responsibilities:

- Conducting environmental assessments.
- Investigating and cleaning up contaminated sites.
- Providing environmental support to operational business units for issues such as underground storage tanks, substations, gas line projects, and more.
- Offering information and guidance on performing excavation and other intrusive activities at contaminated sites, especially at former manufactured gas plant sites and operating substations or service centers located at remediated sites.
- Delivering subject matter expertise and consultation on environmental remediation issues, including regulatory compliance and community relations.

Incident & Best Practice Reporting

- LERM requires incidents, abnormal operating conditions, near misses, and best practices to be reported.
- Incidents must be immediately reported to field leadership via phone (call or text). Initial incident reports must be submitted within 24 hours to the Land and Environmental Management (LEM) or ER Safety Team via email; ERSafetyCompliance@pge.com or LEMContractorSafety@pge.com inboxes.
- Final incident reports, including a Cause Evaluation and Corrective Actions (when applicable) should be submitted within two (2) business days.
- If additional time is needed, coordinate with your Safety Lead. Best Practices should also be reported by email. Recent incidents and Best Practices may be shared during the weekly and monthly LERM Meetings.



LERM ISN Trainings

All contractors supporting LERM must complete the following training courses before starting work:

1. Corporate Contractor Safety Orientation (SAFE-0101)
2. Rural Driving Training (EQIP-0200)
3. Foul Weather Driver Training (TECH-9165)
4. Fire Danger Precautions (SAFE-1503)

Additional training may be necessary depending on the scope of work or specific site requirements. Contractors should collaborate with their PG&E Leads to confirm the required training for their project.

On Site Documentation

LERM expects its Prime Contractors to have their approved Safety Plan (PSSP or PSP) and Job Safety Analysis (land-specific JSA, JSA, JHA, and work plan), in addition to all applicable safety documents, approved, current, and available to PG&E upon request.

AVIATION SERVICES

The following section relates to work performed in support of Aviation Services, or those contracts managed by either Uncrewed Aerial Systems (UAS), Fixed Wing, or Helicopter Departments within Aviation Services at PG&E.

Operator Qualifications

Operator Qualifications are required for Aviation work on PG&E property and infrastructure. Contact the appropriate Department Head (UAS, Fixed Wing, Helicopter) for specifics on the minimum and desired requirements to work as a contractor for Aviation Services.

Safety Management System (SMS) and Incident Reporting

The Aviation Services Safety Management System (SMS) is based on FAA Part 5. Our SMS collaborates with the SMS of our contractors and operates in parallel for all aspects, including auditing and event reporting. Effective interaction and sharing of events with our department heads within Aviation Services are essential components of a strong safety culture.

The Unmanned Aircraft System (UAS) Manual outlines the reporting requirements and timelines for UAS contractors. The Flight Operations Manual (FOM) provides reporting information for Fixed Wing Contractors, while the Helicopter Operations Field Manual (HOFM) serves as the guidance document for reporting and timelines for Helicopter Contractors.

Aviation Services mandates that all safety incidents be reported immediately. Incident reports are entered into the SMS and reviewed with a focus on achieving quality closures. We share the results of our audits at Contractor Safety Meetings to promote continuous learning.



Training

All pilots involved in Helicopter Operations must complete the Powerline Patrol Training program and a company-approved wire environment training.

SAFE-0256: “Patrolling in the Utility Environment” is an Instructor-Led Training (ILT) that is initially required and must be renewed every three years. In the intervening years between renewals, pilots must complete SAFE-0256WBT as a refresher course through ISN.

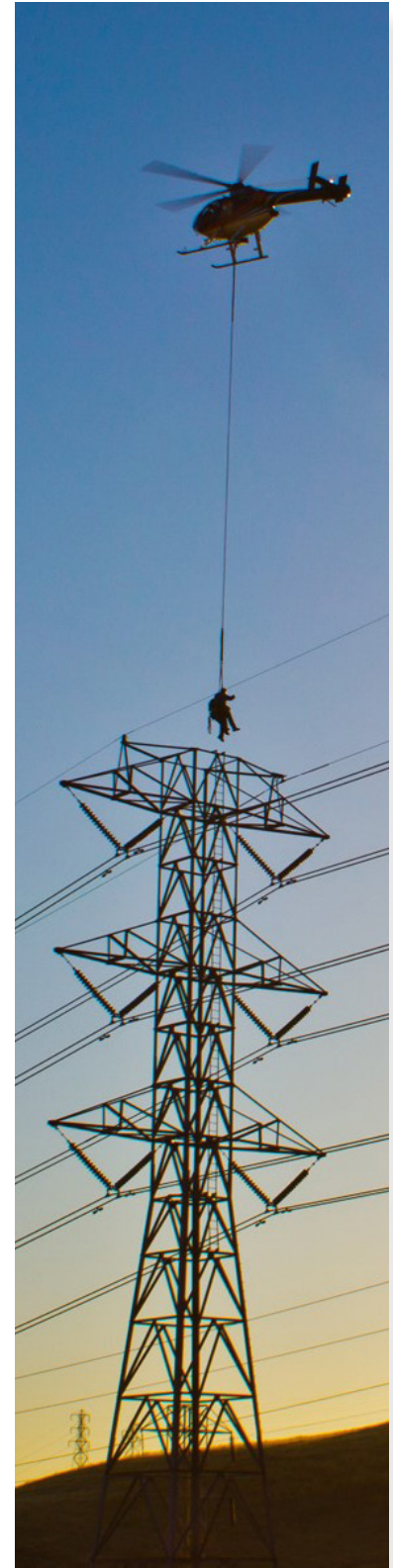
Assessments of helicopter pilots performing Human External Cargo (HEC) work are conducted by Authorized Aviation Services personnel.

Fixed Wing pilots must meet all FAA requirements, which include attending flight safety school and completing biennial flight reviews. Proof of training completion should be attached to the Exhibit 5b form. The contractor partner is responsible for fulfilling all fixed-wing pilot training requirements.

During onboarding, UAS pilots will complete a field skills assessment, which must be renewed every two years. Additionally, UAS/Drone pilots are required to complete SAFE-0280, 0281, 0282, and 0283 annually. These courses are available as web-based training (WBT) in My Learning. Skill assessments are tracked in the PG&E SMS system and recorded in My Learning (AVIS-2002 Pilot Qualification).

Pilot qualifications are monitored in the Microsoft Teams-Pilot Qualification Database. PG&E uses Flightcore data to manage work assignments. Helicopter pilots receive ID cards that display their qualifications and serve as identification for the Employee in Charge (EIC), ensuring compliance with safety standards.

Additional training may be required depending on the specific type of work. Training Job Aids can be found in ISN via the Bulletin Board. For questions related to onboarding and training requirements, please contact the Safety and Compliance team at aviationtraining@pge.com.



Resource Locations

Aviation Services documentation, manuals, and other important resources are available in the Guidance Document Library (GDL) or CORE Share. Contract UAS pilots can access standard operating manuals in the GDL using their PG&E-issued LAN IDs.

Helicopter pilots can access CORE Share to obtain important operational manuals and relevant materials. A QR code located on the back of the pilot ID cards provides quick access to these guidance

documents.

CORE Share offers a secure platform for Aviation Services to collaborate and share critical content with external helicopter pilot contractors. This includes landing zone information, manuals, job aids, and other essential safety and technical resources. The CORE Share document library is managed by an administrator and is subjected to quarterly audits to ensure its integrity and accessibility.



CORPORATE REAL ESTATE STRATEGY & SERVICES

Corporate Real Estate Strategy & Services (CRESS) is the asset manager for the majority of PG&E's real estate portfolio. CRESS-managed sites include offices, customer service centers, call centers, data centers, service centers, shops, warehouses, and associated yards, as well as some leased PG&E facilities. All facility-related plans, issues, and changes on CRESS-managed sites are coordinated with CRESS. However, we do not manage the processes, services, or materials related to the work performed at these facilities. The CRESS Safety team supports and oversees PG&E contractors' compliance to ensure safe, reliable and responsible work.

Incident & Good Catch Reporting

CRESS requires the following types of incidents to be reported:

- Serious Injury & Fatality (SIF) Actuals or Potentials
- OSHA Recordable & Reportable Injuries
- Motor Vehicle Incidents (Preventable & Non-Preventable)
- Third-Party Incidents
- Property Damage Incidents, including Dig In's
- Abnormal Operating Conditions
- Near Misses

All incidents must be reported to field leadership promptly, either by phone (call or text). Initial incident reports should be submitted to the CRESS Safety Team within 24 hours. Final incident reports, which should include a Cause Evaluation and Corrective Actions (if applicable), must be submitted within two business days. If you require additional time, please coordinate with your CRESS Safety Team.

Incident Reporting Procedure:

Email
CRESSSafetyteam@pge.com
to report all safety incidents.



On Site Documentation

CRESS expects Prime Contractors to have a current physical copy of their Programmatic Safety Plan or Project-Specific Safety Plan on-site while work is being performed. Contractors must also maintain all applicable records and make them available to PG&E upon request.



DEFINITIONS

Bluetooth® Device - Smart technology wireless communications system intended to replace the cables connecting many types of devices, from mobile phones and headsets to hear monitors and medical equipment. Examples may include but are not limited to earpieces, headphones, car systems, smart watches, etc. Bluetooth devices are included under “Hands-Free Devices.”

Cellular Phone - A portable telephone that uses wireless cellular technology to send and receive phone signals.

Contract Partner Safety Quality Assurance Review (CSQAR) - A detailed assessment of the contract partner's safety program implementation, safety culture and field safety performance. The process includes a desktop review, safety culture survey, barrier analysis and leadership engagement.

Contractor or Contract Partner - Company directly hired by PG&E to complete a specific SOW or service. This term also applies to all subcontract partners, at any tier, which have been retained by a primary PG&E contract partner to provide a service for PG&E related project work. Additionally, the term “subcontract partner” may include an individual, a group of workers (crew), equipment or other items used on a PG&E facility, project, or assets.

CORE - PG&E's application that allows Contractors secure, remote access to select documents in PG&E's Technical Information Library.

Empower App - ISN App that allows contractors to access work readiness information, their ISN ID, view compliance status, complete training, and read and acknowledge client documents and policies.

Enterprise Contractor Safety (ECS) - The team charged with overseeing the Enterprise Contractor Safety program and communicating the requirements to the FAs. ECS is found within the Enterprise Health and Safety department.

DEFINITIONS

Functional Area (Formerly Line of Business) - PG&E has structured its diverse operations into Functional Areas, previously referred to as Lines of Business. These Functional Areas allow discrete, dedicated groups to provide support in the manner that best correlates to their operational needs. Functional Area examples include Gas Operations, Electric Distribution, Environmental Remediation, Vegetation Management, IT, and Hydro.

Note: Functional Areas refer to the operation of the PG&E group that owns the work contract and may not directly correlate with the scope of work being performed by the contractor. For example, a contractor may be performing tree-trimming activities near a PG&E substation. Although the scope of work is “vegetation management” by definition of the work, the project is owned and managed by the Electric Substation Functional Area. Contractors who are unsure of their project’s Functional Area should contact their PG&E Project or Program Lead, or their PG&E Contract Owner.

Hands-Free Devices - The use of hands-free Covered Devices while driving a vehicle may be permitted by local law; however, it is prohibited by PG&E. Visual / Manual tasks performed on hands-free devices, including but not limited to dialing, typing, reading messages, setting up a wireless connection, programming a GPS, watching a video/DVD, and searching for a phone number or other information, are strictly prohibited while driving a vehicle, and must instead be accomplished when the vehicle is parked in a safe location.

ISNetworld (ISN) - PG&E's Safety Prequalification Contractor Administrator. A third-party company that evaluates Contractor safety performance and programs on behalf of PG&E.

JHA (Job Hazard Analysis) - May be referred to as Job Safety Analysis (JSA) or Jobsite Safety Analysis (JSSA). JHAs describe, in detail, the task at hand, the hazards associated with the task, and the mitigations and trainings associated with the task. Each task (or group of tasks) should have a separate JHA. JHAs should also include site-specific information, or any changes to the task, method, or condition while performing the scope of work.

Keys to Life - PG&E's ten commitments to the pursuit that “Everyone and Everything is Always Safe.” The first Key to Life is to “conduct pre-job safety briefings prior to performing work activities.”

DEFINITIONS

Management Organizational Assessment (MOA) – Evaluations performed in ISN that assess the management staff for Contractor organizational structures, proposed spans of control, relevant work, Enterprise Health and Safety experience, employee training plans, and other relevant topics.

Operator Qualifications – Official qualifications required by federal and state regulations of all individuals performing covered tasks on the gas pipeline system. The Gas Pipeline Operator Qualification Webpage offers additional information and resources.

Pre-Job Safety Briefing/Tailboard - Application of the Safety Plan and JHAs and should distill and deliver the pertinent information to site personnel. These daily meetings should be led by competent PG&E or contractor personnel and are designed to communicate to the workforce the scope and responsibilities for the daily tasks.

Prime Contract Partner – Company directly hired by PG&E to complete a specific Scope of Work or service.

Programmatic Safety Plan (PSP) – Safety Plan that covers only programmatic work scopes. Must include the full program's scope of work, but does not require site-specific information such as the location of the nearest hospital, location of eye wash stations, etc.

Programmatic Work - A program (or programmatic work) refers to multiple projects, across multiple locations which are managed and delivered as a single package.

Project Specific Safety Plan (PSSP) – Safety plan that covers project work scopes. Formally referred to interchangeably with Site Specific Safety Plans (SSSPs). Must include the full project's scope of work and all site-specific information such as the location of the nearest hospital, location of eye wash stations, etc.

Project Work - A project refers to a specific, singular endeavor to deliver a tangible output. A project may be a stand-alone effort, or it may be part of an overarching program. At PG&E, a project is typically referred to as a 'job,' and work is typically performed at one location.

Risk Level – Classification given to contractors based on their highest risk work scope, as defined by the Enterprise Contractor Safety Risk Matrix.

DEFINITIONS

Safety Incident Notification Line (Option 1) – Method for PG&E Representatives to report all Contractor Serious Injury and Fatalities (SIF-A/P).

Safety Plan – Detailed safety plan created to eliminate and/or mitigate specific job site environmental, health and safety hazards associated with the SOW. They should cover the entire scope of work for the specific project or program and include work scopes performed by both prime and subcontractor partners.

SIF – Serious Injury or Fatality. May be an actual event (SIF-A) or an event with the potential to result in a SIF (SIF-P). These include Contractor fatality, serious injury or illness, inpatient hospitalization, permanent disfigurement, loss of any bodily member, electrical contact or flash requiring medical attention, systemic incident, serious concealed danger, or use of emergency services.

SIF Capacity & Learning Model – PG&E's updated approach to Safety, which focuses on: STKY (Stuff That Kills You), the Energy Wheel, Essential (Direct) Controls, and Operational Learning. Presentations and trainings on the SIF Capacity & Learning Model are available to Contractors upon request.

Subcontractor – Subcontract partners are contract partners that have been retained by a prime contract partner to provide services on behalf of PG&E.

Tier – A prime contractor is directly hired by PG&E to complete a specific SOW or service. A first-tier contractor is directly hired by the prime contractor. A second-tier contractor is directly hired by the first-tier contractor. A third-tier contractor is directly hired by the second-tier contractor, and so forth. All, but the prime contractor directly hired by PG&E, are subcontractors to PG&E.

Variance (Grade Variance) – Process that allows non prequalified contractors to perform PG&E work under specific guidelines. Variance requests must originate from PG&E representatives and are considered when there are no other prequalified contractors available to perform the work, or the Contractor provides a unique service.