

FOCUS 4

Objective: Address recurring safety issues stemming from individual behaviors and choices that did not align with our safety standards. To mitigate these risks, we implemented targeted safety focus items in every DPP starting in April 2025.

Focus 4

1. PAY ATTENTION
2. DON'T HURT YOURSELF
3. DON'T HURT OTHERS
4. DON'T MAKE BAD DECISIONS

Leadership Responsibilities

During the observation process, Territory Safety Leads will:

- Ask coworkers what they heard in the morning meeting
- Observe via photo of people doing work
- Identify opportunities for improvement

Opportunities for Improvement (OFI) and Near Hits

When near hits are identified, teams will:

- **Identify**
- **Understand**
- **Solve**

Ramifications and Disciplinary Action

OFIs or Near Hits that involve reckless or insubordinate behavior will result in disciplinary action, which may include:

- **Formal written warning**
- **Retraining**
- **Suspension without pay**
- **Termination**

DPP is a Process, Not a Book

- **Objective:** The Daily Planning Process (“DPP”) is the point at which we can address hazards that arise on a daily basis
- The DPP is completed before the work begins by the Lead performing the work and validated by the Project Lead
- The DPP is used to engage the craft on the plan for the day and gain agreement for safe work practices

[illegible]

Step 1

Day Before

Goals for next day communicated by PL to FL

Step 2

Day Before

FL plans next days work in DPP book

Step 3

Day Before

FL presents next day plan to PL

Step 4

Day Before

PL validates and provides feedback to **FL**

Step 5

Day Of

FL engages crew in the plan for the day using active questions
PL validates engagement

Step 6

Day Of

FL Keeps notes on performance to help improve process & outcomes