

Health Safety and Environmental  
(HS&E) Program

**Geocomp Corporation &  
GeoTesting Express**

**125 Nagog Park  
Acton, MA 01720**

**March 2013**



*Technologies to manage risk for infrastructure*

# Health Safety and Environmental (HS&E) Program

Michael B. Amster, CSP, CIH, CHMM

---

Prepared By

**M.B. AMSTER & ASSOCIATES**  
SOLUTIONS FOR THE ENVIRONMENT, HEALTH, AND SAFETY

Cynthia L. Carleo, PE

---

Reviewed By

**Geocomp** **GeoTesting**  
CORPORATION EXPRESS

*Technologies to manage risk for infrastructure*

## Contents

1.	Health Safety and Environmental (HS&E) Policy Statement	1-1
2.	Purpose and Objective	2-1
	a. Geocomp/GeoTesting's "Zero Accident" Statement	2-1
3.	Responsibility	3-1
4.	Ensuring Compliance	4-1
	b. Disciplinary Action Program	4-1
5.	Communications	5-1
6.	Orientation and Training	6-1
7.	Recordkeeping	7-1
	c. Tailgate Safety Meetings	7-1
8.	Hazard Identification	8-1
	d. Job Hazard Analysis	8-1
9.	Jobsite Inspections	9-1
	e. Correcting Unsafe Conditions and Unsafe Work Practices	9-1
10.	Accident / Incident Investigation	10-1
	f. Accident/Incident Reporting process	10-1
	g. Reporting Near Misses	10-1
11.	Health Safety and Environmental Training Program	11-1
12.	Drug & Alcohol Policy Statement	12-1
13.	Employee Statement	13-1

## List of Appendices

### Appendix A – Forms

Tailgate Safety Meeting Form  
Near Miss Observation/Report  
Accident/Incident Investigation Report

### Appendix B - Hazard Communication Program (HAZCOM)

### Appendix C - Respiratory Protection Program

### Appendix D - Personal Protective Equipment Program (PPE)

### Appendix E - Drug and Alcohol Policy

### Appendix F - Good Work Practice-Site Specific Health and Safety Plans (HASPs), Personal Protective Equipment (PPE)

### Appendix G - Good Work Practice-Fall Protection

### Appendix H - Good Work Practice-Fire Protection and Prevention