

## **Policy Manual**

Subject: SAFETY & INDUSTRIAL HYGIENE

Subject Number: 2008
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Effective: April 19, 2004

Revised:

**SCOPE**: United States Steel Corporation Officers and Employees

#### STATEMENT OF POLICY

1. It is the policy of United States Steel Corporation ("U. S. Steel") to conduct its business in compliance with all applicable Safety & Industrial Hygiene laws and regulations and to continually strive to achieve and maintain the highest standards of Safety & Industrial Hygiene.

#### **POLICY APPLICATION**

- 2. The objective of this policy is to provide a safe and healthy working environment for all employees and to prevent accidents, injuries and illnesses
- 3. To accomplish this objective, U. S. Steel shall develop and implement effective Safety & Industrial Hygiene programs which incorporate a framework for setting and reviewing objectives and targets which go beyond mere compliance. Such programs shall require management to communicate pertinent job related Safety & Industrial Hygiene requirements to all employees.
- 4. The following principles shall guide the development of Safety & Industrial Hygiene programs:
  - 4.1 Injuries can be prevented.
  - 4.2 All employees are responsible for accident prevention.
  - 4.3 Exposures can be safeguarded.
  - 4.4 Safety training and involvement of employees in the safety process is essential.
  - 4.5 Working safely is a condition of employment.
  - 4.6 Prevention of accidents, injuries and illnesses is good business.
- 5. Consistent with the foregoing principles, U. S. Steel shall:
  - 5.1 Promote Safety & Industrial Hygiene management as a core value by conducting operations in a safe manner, recognizing that the accountability and responsibility for Safety & Industrial Hygiene management extends from the individual employee to the top executive of each business unit.
  - 5.2 Vest Safety & Industrial Hygiene responsibilities with all managers and supervisors and provide strong leadership and support to managers and supervisors from Corporate and Plant level Safety & Industrial Hygiene personnel.
  - 5.3 Integrate responsible Safety & Industrial Hygiene management as an essential element in all of its functions by establishing and maintaining



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plans, objectives, and programs along with providing resources for implementation and control.

- 5.4 Require contractors and suppliers to conduct their activities consistent with this Policy and in accordance with the U. S. Steel Contractor Safety Program.
- 6. In order to implement this Policy, U. S. Steel shall:
  - 6.1 Establish safety goals, measure performance and communicate such goals and performance to all employees.
  - 6.2 Conduct Safety & Industrial Hygiene audits which foster employee participation in Safety & Industrial Hygiene programs, and initiate corrective action where required.
  - 6.3 Assess proposed actions which may have the potential to cause an adverse Safety & Industrial Hygiene impact and provide procedures for corrective and preventive action.
  - 6.4 Develop Safe Job Procedures with the input of employees and provide proper training in Safe Job Procedures, safe work practices, and recognized potential workplace hazards.
  - 6.5 Correct known workplace conditions and employee actions which are unsafe.
  - 6.6 Maintain the highest standard of working conditions within the facilities.
  - 6.7 Measure and regularly assess compliance with legal and corporate requirements related to Safety & Industrial Hygiene and periodically provide information to the Board of Directors.
- 7. For the purpose of applying this Policy all employees shall:
  - 7.1 Know the Safety & Industrial Hygiene rules and Safe Job Procedures applicable to their job assignments and be 100 percent responsible for all Safety & Hygiene activity inherent in their job assignments.
  - 7.2 Use sound judgment on each assignment and maintain an awareness of potential hazards to themselves or co-workers before taking action.
  - 7.3 Integrate Safety & Industrial Hygiene considerations into all aspects of work being performed and report to their supervisors any conditions that they believe to be unsafe.
  - 7.4 Wear personal protective equipment required for the job at all times.
  - 7.5 Immediately report all accidents, injuries and illnesses to their supervisors and obtain appropriate medical attention for all injuries and illnesses.
  - 7.6 Understand and accept that safety is a condition of employment.



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### **POLICY COORDINATION**

8. The Vice President - Labor Relations shall coordinate the application of this Policy.

### **POLICY EXTENSION**

9. The substance of this Policy, appropriately adapted for the conditions involved in each case, is recommended for adoption by each subsidiary of United States Steel Corporation.