

Foreman Qualifications (as referenced with NWSA)

An approved and “competent” Alliant Networks Inc. Foreman successfully understands/ practices (and tests) the following knowledge areas:

- **Competency 1:** Environmental Health and Safety (Approximately 17% of NWSA test)
- **Competency 2:** Rigging (Approximately 22% of NWSA test)
- **Competency 3:** Quality and Productivity (Approximately 16% of NWSA test)
- **Competency 4:** Leadership (Approximately 45% of NWSA test)

The goal is to set specific defined standards for both recruitment and promotion of a Foreman. The competencies are to be rated as “a condition” of job offer and/ or promotion to Foreman.

Environmental Health and Safety

1. Ensure vehicles/trailers are safe to operate, including:
 - a. Inspections (DOT/OSHA)
 - b. Loads are secured on truck/trailer
2. Ensure possession of pertinent Safety Data Sheet (SDS)
3. Verify site access requirements, including:
 - a. Log in/log out of the NOC(s)
 - b. Migratory birds/protected species
 - c. Site security
 - d. Check road conditions for site access
 - e. Multi-employer issues
4. Ensure equipment to be used has been properly inspected by a competent person, including:
 - a. Rigging
 - b. PPE
 - c. Tools
 - d. Scaffolding
 - e. Aerial Access
 - f. Powered Industrial Trucks
5. Worker sustainability (environmental illness/ hazard prevention; maintain worker health & safety requirements), including:
 - a. Determine hydration requirements

- b. Check and monitor weather
 - c. Continuously monitoring employee conditions
 - d. Manage/ensure all safety policies procedures are being followed all day
 - e. Human Factors, including:
 - i. Fatigue
 - ii. Impairment
 - iii. Fitness for duty
6. Verify worker certification and/or qualifications
7. Identify and mitigate radio frequency (RF) hazards
8. Develop and implement Job Hazard Assessment/ rescue plan, including:
- a. Identify tasks (Scope of Work)
 - b. Identify hazards, including:
 - i. Perform pre-climb assessment
 - ii. Create fall protection plan
 - iii. Manage concurrent operations
 - iv. Protect against hazardous energy
 - v. Confined spaces
 - vi. Vehicular traffic
 - vii. Hazmat
 - c. Implement hazard controls, including:
 - i. Signage
 - ii. Barricades
 - iii. Hot work Plan
 - iv. Fall Protection Plan
 - v. Site Specific Recuse Plan
 - vi. Emergency response capabilities
 - vii. Personal Protective Equipment (PPE)
 - viii. Maintain housekeeping and organize site
 - ix. Lock-out/tag-out
9. Ensure all equipment/property site is secure (i.e. from theft, movement, etc.)

Rigging

1. Review scope of work and determine if Scope of Work is completed

2. Verify rigging plan is executed as written, including: a. Equipment selection b. Equipment inspection
3. Review site constructions drawings
4. Identify construction sequence and duration within the scope of work (SOW)
5. Confirm communication methods continue to be effective during rigging operations
6. Identify, create, and manage the site layout/staging
7. Assign work tasks and responsibilities to competent riggers
8. Identify variances to rigging plan, modify, and document accordingly
9. Verify correct assembly of rigging equipment and load to be lifted 22 Copyright 2016–2019 National Wireless Safety Alliance and/or its licensor(s). All rights reserved. NWSA CH REV 05/19
10. De-rig as required
11. Awareness of rigging standards that apply to the SOW, including:
 - a. ANSI/ASSE A10.48-2016, including:
 - i. Chapter 4.8 – Rigging plans
 - ii. Chapter 8 – Base mounted hoists used for overhead material lifting & personnel lifting
 - iii. Chapter 9 – Personnel lifting accessories & processes
 - iv. Chapter 10 – Rigging
 - v. Chapter 11 – Gin poles & other lifting devices
 - vi. Chapter 13 – Structural construction loading considerations
 - vii. Chapter 15 – Capstan hoist
 - viii. Chapter 17 – Helicopter used for lifting loads
 - b. ASME B30.26 Rigging Hardware c. Use of Carabiners

Quality and Productivity

1. Review scope of work, construction drawings, and job specifications
2. Verify crew personnel fit the job tasks' needs
3. Perform materials and equipment inventory
4. Perform inventory and review Bill of Materials (BOM)
5. Select tools and equipment for task
6. Check equipment for operability and calibration

7. Compile job photos and documentation, including: a. Pre b. In-process c. Post
8. Verify correct material assembly and installation
9. Plan for next task/day's activities
10. Coordinate required inspections, including:
 - a. Building
 - b. Electrical

Leadership

1. Supervise workers
 - a. Assign work tasks and responsibilities to personnel
 - b. Verify personnel on the crew fit the need of the job tasks
 - c. Establishing crew communications
 - d. Understand and employ effective leadership methodology, including:
 - i. Communications (professional demeanor and tone)
 - ii. Motivation (lead by example, promote sense of urgency)
 - e. Verify accuracy and timely submission of timekeeping
 - f. Communicate stop work authority to employees, including:
 - i. Purpose (end goal, desired delivery to meet goals)
 - ii. Scope (full overview- with details on assigned tasks to each employee)
 - iii. Procedure/Process – (escalation, Market specific requirements)
2. Human Resources
 - a. Observe and document signs and symptoms of behavioral changes
 - b. Ethics & Conduct (e.g., Alliant Networks Inc. Handbook/ NWSA Code of Ethics)
 - c. Understand, communicate, and take appropriate action regarding laws and policies relating to issues, including:
 - i. Discrimination
 - ii. Harassment
 - iii. Hostile work environments
 - iv. Retaliation

d. Professionally expedite answers to the HR Director (or answer) human resource questions regarding topics, including:

- i. Insurance
- ii. Worker Compensation
- iii. Family Medical Leave Act (FMLA)
- iv. Grievances v. Email policy
- vi. Non-Disclosure information vii. Incident reporting procedures

e. Follow company policy regarding public affairs, including:

- i. News media
- ii. Social media
- iii. Investigators
- iv. Sensitive photography (proprietary information)

f. Document violations of company policies

g. Understand Alliant Networks Inc discipline guidelines

h. Evaluate and communicate to management the employee's knowledge, skills, and abilities

i. Engage in conflict resolution (or be able to quickly engage a responsible manager)

3. Compliance

a. Understand and apply the duties and responsibilities, including:

- i. To the crew
- ii. To the company

b. Apply DOT regulations

c. Understand and Apply OSHA regulations, including:

- i. Site signage (as also related to Alliant Networks Inc Safety Guidelines)
- ii. Multi-employer worksite
- iii. General Duty Clause (as related to Customer access restrictions)
- iv. Whistleblower Protection Program (to be added in the Alliant Networks Inc Handbook under professional conduct and ethics requirements- also referencing the FED and STATE laws as applicable)