

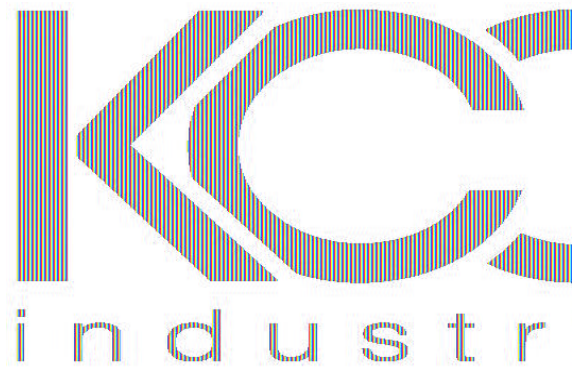


PRESENTED BY



# **GENERAL CONTRACTOR SMALL BEST IN CLASS**

KCG is a general contractor that provides turnkey industrial construction services to the chemical, petrochemical, refining, midstream & downstream industries. Some of the divisions KCG provides construction services for are Capital Projects, Maintenance, Civil, Turnarounds, Commercial-Building Group, and Specialty Welding.

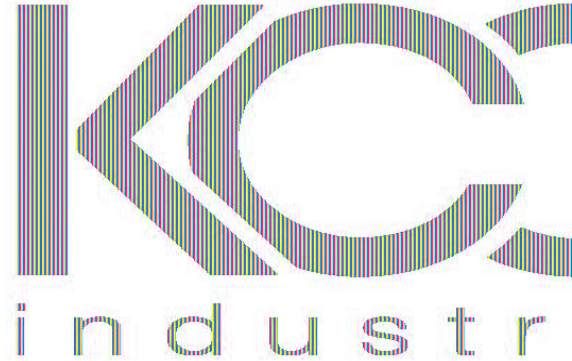






**JOE VIERRA**





# BEST PRACTICE AGENDA / OUTLINE

- Purpose
- Execution & Implementation
- Benefits & Results
- Examples
- Future Use & Applications
- Summary & Wrap Up
- Q&A

# Best Practices Overview

1. Control Marking Tape and Line Break-Checklist
2. **Employee Qualification Cards**
3. JSA Daily Upper Management Group Message
4. Daily JSA Supervision review
5. Employee Recognition Program-Prizes
6. Daily Stretching
7. 8 Cardinal Safety Rules

KCG Industrial has several best practices that we are continually added daily. Though there seems to be too many to share, here are a couple we feel separate our culture and team from others, that we would like to share with the industry!




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# Purpose-Employee Qualification Cards-KCG

During the New Hire Orientation, the employee receives craft specific training and test(s) in addition to their required safety council courses. The employee qualification card, helps the supervisor to identify who has been trained. This helps ensure quickly that all employees are up to date on needed trainings to safely perform the job tasks.

 <b>QUALIFICATION CARD</b>  Employee Name: Gilberto Carrasco Trainer Name: Myriam Reyna	<table><thead><tr><th>TRAINING</th><th>DATE</th><th>TRAINING</th><th>DATE</th></tr></thead><tbody><tr><td>FWA</td><td>02/12/2025</td><td>JLG 600 AJ Ground Controls</td><td>02/12/2025</td></tr><tr><td>SPTFLG</td><td>02/12/2025</td><td>JLG 800 S Ground Controls</td><td>02/12/2025</td></tr><tr><td>LOTO</td><td>02/12/2025</td><td></td><td></td></tr><tr><td>LEO</td><td>02/12/2025</td><td>SCISSOR LIFT</td><td></td></tr><tr><td>CSE</td><td>02/12/2025</td><td>BASIC/BULL RIGGING</td><td>02/12/2025</td></tr><tr><td>CSA</td><td>02/12/2025</td><td>EB/AJ FORKLIFT</td><td>02/12/2025</td></tr><tr><td></td><td></td><td>FORKLIFT SKYJACK #12143</td><td></td></tr><tr><td>BOTTLEWATCH</td><td>02/12/2025</td><td></td><td></td></tr><tr><td>HIGH SPEED CUTTING TOOL</td><td>02/12/2025</td><td>GENIE FORKLIFT GTH-5519</td><td></td></tr></tbody></table>	TRAINING	DATE	TRAINING	DATE	FWA	02/12/2025	JLG 600 AJ Ground Controls	02/12/2025	SPTFLG	02/12/2025	JLG 800 S Ground Controls	02/12/2025	LOTO	02/12/2025			LEO	02/12/2025	SCISSOR LIFT		CSE	02/12/2025	BASIC/BULL RIGGING	02/12/2025	CSA	02/12/2025	EB/AJ FORKLIFT	02/12/2025			FORKLIFT SKYJACK #12143		BOTTLEWATCH	02/12/2025			HIGH SPEED CUTTING TOOL	02/12/2025	GENIE FORKLIFT GTH-5519	
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# Execution and Implementation-Employee Qualification Cards

- Issued during onboarding process from Safety Representative.
- Supervisors & Employees are trained on the Policy annually.
- Required to be on each employee at all job sites at all times and reviewed during pre-job meetings, safety meetings, and more.
- Continuously reviewed/audited and updated by Safety, Supervisors and Employees to maintain usage of Policy.



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# Benefits and Results-Employee Qualification Cards

- Employees able to know where all individual trainings are in one place on their person at all times-no electronics needed
- Supervisors able to check crews to ensure all are trained and up to date on training to safely perform tasks
- Owner benefits
  - Safer jobsite, to be used in addition to safety council, site requirements, etc.
  - Decreases potential for downtime – sending crews with outdated/incorrect training(s)
  - Employee/Managers/Owners benefit from having all information in one place
  - Extremely beneficial for E-jobs & TARs/Outages-fast moving projects
  - Shows additional internal trainings by KCG



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# Examples-Employee Qualification Cards

*Scenario contractor does not have qualification cards*

Owner calls at 3AM with a critical emergency, in the middle of outage season. There is an urgent need for a welding crew in a confined space to make a repair. This a new account that not all crews are familiar with and only 4 employees answer the phone who are able to work, but have never worked on this site, Client agrees to wave site required safety council to complete job. Contractor contact (very thorough and reliable) who took the call has personal issues unknown to Management and sends crews without verifying trainings in system. Crews arrive onsite to perform work, Supervisors assumed trainings are up to date (missed communication due to minimal management involvement & trusting but not verifying, late night, etc. Employees have safety meeting, all claim to be competent and UTD on CF training, site safety approves moving forward, breathing air onsite provided by client, and welders begin.....

WHAT COULD GO WRONG?????



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# Example-Employee Qualification Cards



## QUALIFICATION CARD

Employee Name: Steven Garza  
Trainer Name: Myriam Reyna

TRAINING	DATE	TRAINING	DATE
FWA	02/12/2025	JLG 80/60FT/AJ/ Ground Controls	02/12/2025
SPTFLG	02/12/2025	JLG 450AJ SKY POWER/Ground Controls	02/12/2025
LOTO	02/12/2025	JLG AJ/Ground Controls	02/12/2025
LEO	02/12/2025	SCISSOR LIFT SKYJACK 20'	02/12/2025
CSE	02/12/2025	JLG EB FORKLIFT 8K	02/12/2025
CSA	02/12/2025	SM FORKLIFT	02/12/2025
	02/12/2025	SKIDSTEER	02/12/2025
UTV	02/12/2025	SCAFFOLD USER	02/12/2025
HIGH-SPEED CUTTING TOOL	02/12/2025	BASIC/BULL RIGGING	02/12/2025

Equipment Specific and Equipment usage specific



## QUALIFICATION CARD

Employee Name: Adrianna Webster  
Trainer Name: Myriam Reyna

TRAINING	DATE	TRAINING	DATE
FWA	02/12/2025	JLG 60/80ft/AJ <b>Ground Controls ONLY</b>	02/12/2025
SPTFLG	02/12/2025	JLG 450AJ SKY POWER <b>Ground Controls ONLY</b>	02/12/2025
LOTO	02/12/2025	JLG AJ <b>Ground Controls Only</b>	02/12/2025
LEO	02/12/2025	SCAFFOLD USER	02/12/2025
CSE	02/12/2025	EB FORKLIFT	
CSA	02/12/2025	SM FORKLIFT	
BOTTLEWATCH	02/12/2025	FRONTEND LOADER	
		BACKHOE	



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# Future use and applications-Employee Qualifications Cards

- AI, QR Codes & ERP implementation to streamline issuance of Cards to field
- Medical History for Emergencies
- Emergency Contact information
- Employee database
- Training-industry, students & more
- QR code with training refresher on card



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# Summary

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Thank you all for your time and for all other participants for continuing to share and support the mission of a safer workplace!



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# Questions?



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