



Revised:
1/10/2017

Entry Requirements for Contractors Working at Axiall Corporation Lake Charles

1. **Point of Contact:** A point of contact (preferably a safety representative) to coordinate compliance with entry requirements, accident investigations, PSM audits, etc. Contact person should give name, job title and on-site pager/phone number to Construction Safety Office @ (337) 708-4786. If you have 45 employees or more, you are required to have a full time safety representative at the job site.
2. **Pre Qualification Form:** A pre-qualification form must be on file with ISNetwork. This will facilitate the required information for purchasing and the safety department. It will also serve as a starting point for those companies that perform PSM work in the area plants to have the required audits performed.
3. **Number of Employees On Site:** The number of employees you will be bringing onsite, (including supervisors) is needed to assure an adequate number of lockout locks and escape respirators for personnel is on hand.
4. **Letter of Verification of Negative Drug Screen:** Axiall Corporation requires a recent (within 6 months) negative screen for controlled substances (amphetamines, cocaine metabolites, marijuana metabolites, opiate metabolites, phencyclidine, barbiturates, benzodiazepines, methaqualone, methadone, and propoxyphene), on **each** employee working at our facility. Drug screen verification letter should be:
 - 4.1.1. On company letterhead.
 - 4.1.2. Signed by an authorized company official.
 - 4.1.3. Include name and date of screen
for **each** employee you will be bringing on site.
 - 4.1.4. Statement that copy of negative screen for controlled substances is on file with your company.
See attached sample letter. (Page 9)
5. **Letters of verification must be on file with this office prior to employee doing work at this facility.** Letters may be emailed to **lc-contractors@axiall.com**, mailed to Axiall Corporation, Attention: Contractor Safety Office, PO Box 1000, Lake Charles, La. 70602-1000, or hand-delivered.
6. **Certification in the Basic Plus Orientation:** All contractor personnel shall provide documentation that they have current training in the Basic Plus Safety orientation provided by the Safety Council of SWLA or reciprocal site. We accept Basic Plus cards from a variety of Safety Councils from Corpus Christi up through

New Jersey. See attached list for approved training sites.

7. **Axiall Corporation Contractor Orientation Class:** Site specific orientation classes are mandatory for all contractor personnel working at our facility. Classes are held **Monday through Friday** from 7:00 AM to 4:00 PM at the Safety Council of SWLA, and **require online registration**. A valid TWIC card **must be presented** prior to orientation. You should allow 2 hours for this class. A test will be given at the end of class session. Please have personnel bring eyeglasses if needed. Call the Safety Council of SWLA at (337) 436-3354 for further information and arrangements. Arrangements for special sessions to accommodate **major turnaround crews or emergency orientations** (after normal business hours) must be made **in advance** by contacting the Safety Council of SWLA at (337) 436-3354.
*In addition, we now offer Axiall site specific orientation at reciprocal safety councils that have the capability of "streaming". Please consult with your local safety council regarding availability and registration. A valid TWIC card **must be presented** prior to orientation. You should allow 2 hours for this class. Please have personnel bring eyeglasses if needed. A test will be given at the end of class session.*
As of May 13, 2016 the site specific orientation will be available via ISNetworld. Employees that elect to view site specific orientation via ISNetworld will be given a test onsite at Axiall. A printed copy of the ISNetworld certificate of completion is required prior to testing. Please have personnel bring eyeglasses if needed.
8. **PSM Audits:** Your Company is subject to a PSM Audit by Axiall Corporation Safety personnel or designated auditors at any time while working at our facility. These audits are conducted at the discretion of the Axiall Corporation Contractor Safety Supervisor as well as for cause (accident, injury, near-hits, etc.).
9. **Contractor Vehicles:** Only authorized company vehicles are permitted to enter the Axiall Corporation facility. Contractor vehicles should have:
 - 9.1.1. Appropriate insurance on file with the Axiall Corporation Purchasing Office.
 - 9.1.2. Identifying logo (magnetic signs or permanent painted signs) on both sides of the vehicle easily recognizable at approximately 40 feet.
10. **Visitors/Vendors/Deliveries:** Contractor is to notify Contractor Guard Gate at (337) 708-5550 of all visitors, vendors, and deliveries to your jobsite. In certain cases, contractor may be required to provide an escort. Please do not schedule deliveries before 7:30 AM.
11. **Overtime/Non-scheduled work:** Work outside normally scheduled shift; require authorization from appropriate Axiall Corporation personnel and notification of Security.

12. **Subcontractors:** All Subcontractors not included in the Agreement must be approved by the Owner's Representative prior to the Contractor awarding the subcontract. Primary contractor is responsible for his subcontractor(s) complying with all of the above requirements.
13. **TWIC Requirements:** All contractor personnel shall be required to have a valid TWIC (Transportation Worker Identification Card) for entry into the Lake Charles facility. Emergency services by non-routine suppliers who may not possess a TWIC must be arranged through the Construction Engineer, Shift Superintendent, or Director of Security. Due to Axiall Corporation's strict compliance to regulatory security requirements the escort of Non TWIC credentialed personnel will not be granted easily. Only in an emergency circumstance will escort provisions be arranged for Non TWIC credentialed personnel.

Executive Director: Cookie McKee
Phone: 281-593-1988
Email: cookie@arsc.net

ARSC

www.arsc.net

Basic Orientation Plus®
 Basic Orientation Plus - Refresher®

ARSC Reciprocal Member and Codes List

State	City Contact Person & Website	Safety Organization	Phone & Email	BOP Code	Refresher Code	Numerical Code Desg.
Alabama	3 Locations					
Member's Main Location	Mobile, AL 36609 Trecey Hammon http://www.tsciofmobile.org	<u>Training Solutions for Construction & Industry</u> 818 Western America Drive	(251) 478-9152 Trecey.hammon@ tsciofmobile.org	01 Basic Plus	01 Basic Plus Ref	01
Satellite Location of Decatur, AL	Mobile, AL 36693 David Whitten http://www.tvtc.org	<u>Tennessee Valley Training Center</u> 4260 Halls Mill Rd.	(251) 338-7470 training@tvtc.org	20 Basic Plus	20 Basic Plus Ref	20
Member's Main Location	Decatur, AL 35601 David Whitten http://www.tvtc.org	<u>Tennessee Valley Training Center</u> 100 Safety Way	(256) 350-9944 training@tvtc.org	20 Basic Plus	20 Basic Plus Ref	20
Alaska	None					
Arizona	None					
Arkansas	None					
California	None					
Colorado	1 Location					
Member's Main Location	Denver, CO 80204 Liz Couture, X210 http://www.coloradosafety.org	<u>Colorado Safety Association</u> 1114 West 7 th Avenue, Suite 150	(303) 373-1937 (303) 373-1955 <a href="mailto:lcouture@colorado
safety.org">lcouture@colorado safety.org	25 Basic Plus	25 BOPR	25
Connecticut	None					
Delaware	1 Location					
Satellite Location of New Jersey	Newark, Delaware 19702 Matt Richards - President Brian McClafferty – Exec. Dir. www.dvsconline.org	<u>Delaware Valley Safety Council</u> 130 Executive Drive, Suite 5	(302) 607-2758 <a href="mailto:bmccclafferty@dvs
conline.org">bmccclafferty@dvs conline.org	21 Basic Plus	21 Basic Plus Ref	21
Florida	None					
Georgia	None					
Guam	None					
Hawaii	None					
Idaho	None					
Illinois	None					
Indiana	1 Location					
Member's Main Location	Evansville, IN 47712 Charmaine McDowell http://www.usi.edu/tsisc	<u>Tri-State Industrial Safety Council</u> USI Outreach & Engagement 8600 University Blvd.	(812) 464-8600 <a href="mailto:camcdowell@usi.e
du">camcdowell@usi.e du	23 Basic Plus	23 Basic Plus Ref	23
Iowa	None					

State	City Contact Person & Website	Safety Organization	Phone Number	BOP Code	Refresher Code	Numerical Code Desg.
Kansas	1 Location					
Satellite Location of Cheyenne, WY	El Dorado, KS 67042 Tracy Wingate http://www.safety-council.com	<u>Wyoming-Montana Safety Council</u> 1401 Douglas Rd.	(316) 321-8580 twingate@safety-council.com	24 BOP	24 BOPR	24
Kentucky	2 Locations					
Member's Main Location	Louisville, KY 40218 Mike Sleder Patty Weeks http://www.kcuc.org	<u>Kentuckiana Construction Users Council</u> 1939 Goldsmith Ln, Suite 140	(502) 775-5968 mike@kcuc.org	22 Basic Plus	22 Basic Plus Ref	22
Satellite location of S. Charleston, WV	Catlettsburg, KY 41129 Charlie Warner http://www.rtc4safety.com	<u>England Hills Training Center</u> 7716 McComis Dr. (Marathon Training Only)	(606) 921-2992 cwarner@mail.kana.k14.wv.us	BWV	BWVR	10
Louisiana	9 Locations					
Member's Main Location	St. Rose, LA 70087 (New Orleans) Shelly Mire, x 219 http://www.gulfcoastsafetycouncil.com	<u>Gulf Coast Safety Council</u> 170 James Drive East	(504) 469-7787 shelly@gulfcoastsafetycouncil.com	08 Basic Plus	08 Basic Plus Ref	08
Member's Main Location	Shreveport, LA 71108 Larry Holbert http://www.nscalt.org	<u>NSC ArkLaTex Chapter</u> 8101 Kingston Rd, Suite #107	(318) 687-7550 lholtbert@nscalt.org	11 Basic Plus	11 Basic Plus Ref	11
Member's Main Location	Baton Rouge, LA 70809 Bill Dufrene http://www.alliancesafetycouncil.org	<u>Alliance Safety Council</u> 10099 N. Reiger Rd.	(225) 766-0955 wdufrene@alliancesafetycouncil.org	12 Basic Plus	12 Basic Plus Ref	12
Satellite Location of Baton Rouge, LA	Addis, LA 70710 Bill Dufrene http://www.alliancesafetycouncil.org	<u>Alliance Safety Council</u> 7640 LA Highway 1 South	(225) 766-0955 x 3271 wdufrene@alliancesafetycouncil.org	12 Basic Plus	12 Basic Plus Ref	12
Satellite Location of Baton Rouge, LA	Gonzales, LA 70737 Bill Dufrene http://www.alliancesafetycouncil.org	<u>Alliance Safety Council</u> 1205 W. Edenborne Pkwy	(225) 647-0955 x 3330 wdufrene@alliancesafetycouncil.org	12 Basic Plus	12 Basic Plus Ref	12
Member's Main Location	Lake Charles, LA 70601 Joni Fontenot http://www.safetycouncilswla.org	<u>Safety Council of Southwest Louisiana</u> 1201 Ryan Street	(337) 436-3354 joni@scswla.org	BLC	BLCR	13
Satellite Location of Baton Rouge, LA	Praireville, LA 70769 Bill Dufrene http://www.alliancesafetycouncil.org	<u>Alliance Safety Council</u> 36443 Old Perkins Road (CBI Only)	(225) 744-6288 wdufrene@alliancesafetycouncil.org	12 Basic Plus	12 Basic Plus Ref	12

State	City Contact Person & Website	Safety Organization	Phone Number	BOP Code	Refresher Code	Numerical Code Desg.
Louisiana	(continued)					
Satellite Location of Baton Rouge, LA	Baton Rouge, LA 70810 Bill Dufrene http://www.alliancesafetycouncil.org	<u>Alliance Safety Council</u> 215 Highlandia Dr (Turner Industries Only)	(225) 300-8159 wdufrene@alliancesafetycouncil.org	12 Basic Plus		12
Satellite Location of Lake Charles, LA	Sulphur, LA 70663 Joni Fontenot http://www.safetycouncilswla.org	<u>Safety Council of Southwest Louisiana</u> 4101 E. Napoleon St.	(337) 436-3354 joni@scswla.org	BLC	BLCR	13
Maine	None					
Maryland	None					
Massachusetts	None					
Michigan	None					
Minnesota	None					
Mississippi	1 Location					
Satellite Location of St. Rose, LA	Biloxi, MS 39532 Shelly Mire, x 219 http://www.gulfcoastsafetycouncil.com	<u>Gulf Coast Safety Council (GCSC)</u> 920 Cedar Lake Rd Suite C2	(228) 396-1645 shelly@gulfcoastsafetycouncil.com	08 Basic Plus	08 Basic Plus Ref	08
Missouri	None					
Montana	None					
Nebraska	None					
Nevada	None					
New Hampshire	None					
New Jersey	1 Location					
Member's Main Location	Sewell, NJ 08080-4222 Matt Richards Brian McClafferty – Exec. Dir. www.dvsconline.org	<u>Delaware Valley Safety Council</u> 1492 Tanyard Rd (Rowan College of Gloucester County)	(856) 415-7414 bmccclafferty@dvsconline.org	21 Basic Plus	21 Basic Plus Ref	21
New Mexico	None					
New York	None					
North Carolina	3 Locations					
Satellite Location of Wilmington, NC	Chocowinity, NC 27817 Sam Lewis http://www.ma-sc.org	<u>Mid Atlantic Safety Council/CTC</u> 2895 US Highway 17 Business South	(910) 762-9557 slewis@ma-sc.org	18BOP	18BOPR	18
Satellite Location of Wilmington, NC	High Point, NC 27263 Greensboro/Winston-Salem Sam Lewis http://www.ma-sc.org	<u>Mid Atlantic Safety Council/TACSC</u> 1200 Surrett Drive	(910) 762-9557 slewis@ma-sc.org	18BOP	18BOPR	18
Member's Main Location	Wilmington, NC 28403 Sam Lewis http://www.ma-sc.org	<u>Mid Atlantic Safety Council/WACSC</u> 3904 Oleander Dr., Suite 201	(910) 762-9557 slewis@ma-sc.org	18BOP	18BOPR	18
North Dakota	None					
Ohio	None					
Oklahoma	5 Locations					
Satellite Location of SCTC, Texas City, TX	Ardmore, OK 73401-2100 Ron Sokol http://www.csctc.org	<u>Southern Oklahoma Technology Center</u> 2610 Sam Noble Parkway	(580) 224-8216 rrsokol@csctc.org	07 Basic Plus	07 Basic Plus Ref	07

State	City Contact Person & Website	Safety Organization	Phone Number	BOP Code	Refresher Code	Numerica Code Des
Satellite location of Texas City, TX member	Ponca City, OK 74601 Ron Sokol Vance Johnson http://www.csctc.org	<u>Pioneer Technology Center</u> 1600 S. Waverly	(580) 767-3982 rrsokol@csctc	07 Basic Plus	07 Basic Plus Ref	07
Member's Main Location	Oklahoma City, OK 73108 Dave Koeneke www.oksafety.org	<u>Oklahoma Safety Council</u> 2400 S. Vermont Ave.	(405)848-8626 dkoeneke@oksafety.org	26 Basic Plus	26 Basic Plus Ref	26
Satellite of Oklahoma City, OK member	Tulsa, OK 74146 Dave Koeneke/Suzi Bechtold www.oksafety.org	<u>Oklahoma Safety Council</u> 9810 East 42 nd St Suite #205	(918) 622-4771 dkoeneke@oksafety.org	26 Basic Plus	26 Basic Plus Ref	26
Satellite location of CSC Texas City, TX member	Wayne, OK 73095 Ron Sokol http://www.csctc.org	<u>Mid-American Technology Center</u> 27438 State Hwy 59	(405) 449-3391 rrsokol@csctc.org	07 Basic Plus	07 Basic Plus Ref	07
Oregon	None					
Pennsylvania	None					
Puerto Rico	None					
Rhode Island	None					
South Carolina	1 Location					
Satellite location of Wilmington, NC	N. Charleston, SC 29420 Sam Lewis http://www.ma-sc.org	<u>Mid Atlantic Safety Council/LCSC</u> 7410 Northside Drive, Suite 103	(843) 797-8820 slewis@ma-sc.org	18BOP	18BOPR	18
South Dakota	None					
Tennessee	1 Location					
Satellite Location of Decatur, AL	Memphis, TN 38109-2403 David Whitten http://www.tvtc.org	<u>Tennessee Valley Training Center</u> 324 W. Mallory Ave	(901) 774-3415 training@tvtc.org	20 Basic Plus	20 Basic Plus Ref	20
Texas	13 Locations					
Satellite Location of Nederland, TX	Baytown, TX 77520 Glenn Fontenot, x 1175 http://www.istc.net	<u>Industrial Safety Training Council – Baytown Training Center</u> 3166 Decker Dr.	(281) 421-0459 glenn@istc.net	09 Basic Plus	09 Basic Plus Ref	09
Member's Main Location	Borger, TX 79007 Renee Prater x 12 http://www.fpctx.edu/pstc.asp	<u>Frank Phillips College Safety Training Center</u> Frank Phillips College 1301 W. Roosevelt	(806) 457-4200 ext. 801 rprater@fpctx.edu	15 Basic Plus	15 Basic Plus Ref	15
Member's Main Location	Corpus Christi, TX 78409 Doyle Duncan http://www.cscceb.org	<u>Contractor Safety Council of the Coastal Bend, Inc.</u> 7433 Leopard Street	(361) 289-5856 doyled@cscceb.org	03 Basic Plus	03 Basic Plus Ref	03
Member's Main Location	Pasadena, TX 77505 Luis Aguilar Amanda Allred http://www.hacsc.com	<u>Houston Area Safety Council</u> 5213 Center Street	(281) 476-9900 x 310 laguilar@hacsc.com	19 Basic Plus	19 Basic Plus Ref	19
Member's Main Location	Freeport, TX 77541 Ron Speir Terry McAlister http://www.cscbrazosport.org	<u>Contractors' Safety Council of Brazosport, Inc.</u> 1002 ABC Avenue	(979) 233-1818 ron@cscbrazosport.org	04 Basic Plus	04 Basic Plus Ref	04

State	City Contact Person & Website	Safety Organization	Phone Number	BOP Code	Refresher Code	Numerical Code Desg.
Member's Main Location	Longview, TX 75602 Rick Wall http://www.etsafety.org	<u>Safety Council of East Texas, Inc.</u> 161 Garland St.	(903) 758-1303 scetrick@aol.com	05 Basic Plus	05 Basic Plus Ref	05
Satellite location of Pasadena, TX	McAllen, TX 78504 Luis Aguilar Cheryl Bullock http://www.hacsc.com	<u>Rio Plex Safety Council</u> 400 W. Nolana Ave, Ste A1	956-928-1967 281-476-9900 X 113 cbullock@hasc.com	19 Basic Plus	19 Basic Plus Ref	19
Member's Main Location	Nederland, TX 77627 Chris Lamson http://www.istc.net	<u>Industrial Safety Training Council</u> 324 Hwy 69	(409) 724-2565 chris.lamson@istc.net	09 Basic Plus	09 Basic Plus Ref	09
Member's Main Location	Odessa, TX 79765 Phil Young Vicki Watkins http://www.wtstc.org	<u>West Texas Safety Training Center</u> 11900 West I-20 E. P.O. Box 60828 Midland, TX 79711	(432) 563-3067 phil@wtstc.org	14 BW/BOP	14 BWR/BOP	14
Member's Main Location	Port Lavaca, TX 77979 Joni Brown http://www.cscportlavaca.org	<u>Contractors' Safety Council of the Texas Mid-Coast, Inc.</u> 3731 State Highway 35 South	(361) 552-7823 jbrown@cscportlavaca.org	06BL	06BLR	06
Satellite Location of Freeport, TX	Sweeny, TX 77480 Ron Speir Terry McAlister http://www.cscbrazosport.org	<u>The Contractors' Safety Council of Brazosport</u> 9098 County Road 360 (Conoco Phillips Lab)	(979) 548-4188 ron@cscbrazosport.org	04 Basic Plus	04 Basic Plus Ref	04
Member's Main Location	Texas City, TX 77590 Ken Jones Ron Sokol, x 102 http://www.csctc.org	<u>Safety Council of Texas City</u> 3300 FM1765	(409) 948-9009 rsokol@csctc.org	07 Basic Plus	07 Basic Plus Ref	07
Satellite location of Pasadena, TX	Webster, TX 77598 (Clearlake Area) Luis Aguilar Cheryl Bullock http://www.hacsc.com	<u>Houston Area Safety Council</u> 1211 W NASA Parkway	(281) 476-9900 Ext. 315 laguilar@hacsc.com	19 Basic Plus	19 Basic Plus Ref	19
Utah	None					
Vermont	None					
Virgin Islands	1 Location					
Satellite location of Pasadena, TX	Christiansted, VI 00820 Luis Aguilar - HASC http://www.hacsc.com	<u>HASC - Pinnacle Services</u> 4093 Diamond Ruby, Ste 7-125	(340) 692-3093 laguilar@hacsc.com	19 Basic Plus	19 Basic Plus Ref	19
Virginia	None					
Washington	None					
West Virginia	1 Location					
Member's Main Location	S. Charleston, WV 25303 Charlie Warner http://www.rtc4safety.com	<u>Regulatory Training Center</u> 120 Third Avenue	(304) 348-1346 cwarner@mail.kana.k14.wv.us	BWV	BWVR	10
Wisconsin	None					

State	City Contact Person & Website	Safety Organization	Phone Number	BOP Code	Refresher Code	Numerical Code Desg.
Wyoming	1 Locations					
Member's Main Location	Cheyenne, WY 82007 John Pettyjohn http://www.safety-council.com	<u>Wyoming-Montana Safety Council</u> 1002 S. Greeley Hwy.	(307) 635-4592 jpettyjohn@saf ety-council.com	24 BOP	24 BOPR	24

Please contact the ARSC Executive Director and/or the members listed if you have any questions or comments about the information contained in this document.

"Sample – Negative Drug Screen Confirmation Letter"

Submit on Company Letterhead

DATE:

**Axiall Corporation
C/O Contractor Safety
P O Box 1000
Lake Charles, La. 70602**

I, Company Representative, certify that the below named individuals have been drug tested on the dates indicated below and found negative.

I understand that the test date must be within 6 months of the initial entry into the Lake Charles facility and annually thereafter to remain current for plant entry.

I also understand that the minimum screen is a ten-panel screen including amphetamines, cocaine metabolites, marijuana metabolites, amphetamines opiate metabolites and phencyclidine barbiturates, benzodiazepines, methaqualone, methadone, and propoxyphene.

<u>NAME</u>	<u>DRUG SCREEN DATE</u>
John Doe	November 18, 2003
Sally Doe	November 10, 2003
Jane Doe	July 14, 2003

I have verified that this lab is certified by the Department of Health and Human Resources.

***The Testing Place
111 Central HWY.
Central, La. 11111***

**Signature: _____
Company Official's Name
Position**