

PURPOSE

This Workplace Safety Program is established by and for MONARCH PROPERTIES, INC., and WESTMARK MANAGEMENT CO., hereinafter referred to as COMPANY, which is headquartered at 1720 Louisiana Blvd. Suite 402, Albuquerque, New Mexico 87110.

The Workplace Safety Program contained in this manual has been established to accomplish the following:

- To the maximum extent possible, provide a safe work environment in order to protect and promote the health and safety of employees, our residents and others who may be affected by the company's business activities.
- To provide a workplace that is at all times in compliance with all OSHA safety and hazardous chemical communication (HazCom) requirements set forth in Federal Regulations.
- To ensure that the hazards of chemicals and chemical products used at company sites are evaluated, and that information concerning these hazards is transmitted to employees who work with these chemicals.
- To ensure that every employee receives sufficient orientation, instruction, and training in health, safety, and environmental protection matters so as to provide him/her with adequate knowledge to enable safe working practices as duties are performed in the work place.
- To ensure that employees participate in implementing, practicing, and improving the Workplace Safety Program.

This program includes and is divided into the following sections which follow:

- Assignment of Responsibility
- Safety Requirements and Procedures
- Training
- Safety Rules
- MSDS File
- MSDS Glossary
- Accident Reporting and Monitoring
- Personnel Drug/Alcohol Policy
- Forms