

## Project Summary

### Safety Program Development: Utility & Public Works Dept. Compliance

**Client:**

Village of Grafton, WI

**Contact:**

Mr. Dave Murphy—Public  
Works Director  
Mr. Tim Nennig—Utility  
Superintendent

**Project Manager:**

Mr. Steve Adamavich,  
Senior Safety & Health  
Specialist

**Regulatory Status:**

Development of Written  
procedures, program devel-  
opment and training to meet  
public sector regulations

**Project Features**

- Converted outdated utility safety programs to meet current status
- Provide detailed site-specific training to utility department employees
- Relationship with the utilities led to the development of a public works department safety program
- Programs for both entities are being maintained on an annual basis through ongoing technical support

**Alpha Terra Science  
Safety Division**

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**Introduction and Value to Client**

Early in the year 2005, Alpha Terra Science was asked to provide a proposal to the Grafton Utilities for customized training and Lockout procedure development. This service led to the conversion of existing utility safety programs to a site-specific and electronic format. In 2006, the Village of Grafton Public Works Department requested a review of their written program status and subsequently initiated the process of a customized Comm 32 safety program.

**Synopsis**

Our initial interaction with the Village of Grafton came about as a request by the Grafton Utilities. For years they had been working with a different contractor and now had become dissatisfied with the service that they were receiving. After an initial meeting, Alpha Terra provided a proposal to the Utility department to provide site-specific training and Lockout procedure development.

From this original successful transaction we assisted the utility department with converting their outdated written safety program to a customized and comprehensive program presented in both written and electronic format.

Our success with the utility department led to our relationship with the Village of Grafton Public Works Department. Our first task was to perform a review of their existing written programs. This “desktop” audit provided recommendations for the Public Works Department to act on. The primary need was for the development of a compliant Comm 32 safety program.

Over the last four years Alpha Terra has converted outdated programs for the utility to meet regulatory compliance status and developed a new written program for the Public Works Department.

We will continue to assist the Village as a part-time safety resource for ongoing services including program updates, procedure and permit reviews and documentation, annual training, and other requests that may arise during the course of the year.