

## **Southern Safety Tri-lateral Site Safety Champion Site Governance**

The purpose of this document is to provide consistent rules and define the administrative process for the SST SSC's throughout the system.

### **SSC Coordinator**

The SSC Coordinator will be appointed by the Southern Company Operations Safety & Health Manager and is responsible for coordination of all SSC's. Additionally, he/she will be responsible for ensuring the SSC's are meeting expectations as defined by the SST.

### **Pay**

The SSC will receive the Foreman's wage scale for the craft that he/she is referred from. The SSC will remain at this scale for the duration of their employment as long as they are the designated SSC. This rule applies to time spent by the SSC on tasks outside of SSC duties.

### **Delegates**

The SSC does not have the authority to delegate the SSC position to someone else in his/her absence. It is understood that 100% availability of the SSC is not possible and there will be times when there is work being performed onsite without SSC coverage. If the site's SSC is not available during a time of elevated risk, and it is determined by the SSC coordinator that an SSC should be present, then the coordinator can delegate a temporary SSC to perform the necessary duties.

### **Employment**

It is the expectation of the SST that the SSC shall be employed by the core contractor and considered part of the Site's core group to ensure stability. In cases where the SSC is selected from outside of the core contractor, it is understood that the SSC will become an employee of the core contractor at first opportunity but no later than the completion of the SSC current employer's project at that site.

### **Shift**

It is the expectation of the SST that the SSC will be employed predominantly on dayshift. This does not limit the ability of the SSC coordinator or employer to temporarily assign the SSC to nightshift during periods of special activity or circumstances.

### **Travel**

The SSC must obtain prior approval for offsite travel from the SSC coordinator. When travel is authorized the SSC will either be provided transportation from his/her employer or be reimbursed for using his/her personal vehicle at the current IRS standard mileage rate. Mileage will be calculated by subtracting the SSC's normal commute from his home of record or lodging. Necessary travel occurring during the SSC regular scheduled shift will be considered part of the SSC's duties and compensable hours. When the SSC is required to attend local offsite events and is reporting to the event from their home or lodging, or being released from work immediately after the event, the time spent in transit will be considered part of his/her normal commute and is not compensable. Local travel is defined as travel within a 50-mile radius of the SSC's home plant. When overnight lodging and/or alternate travel accommodations (plane, rental car etc.) are necessary, the lodging/travel accommodations will be provided by the SSC's employer or the SSC will provide their own accommodations and be reimbursed by their employer.

### **Daily Management**

The daily activities of the SSC will be planned by their employer's site manager or delegate with approval from the SSC coordinator. The coordinator may delegate this authority to the site manager when necessary. These activities should be planned as far in advance as practicable. After considering the activities of all contractors onsite with input from stakeholders (RPM's, E&CS construction managers, contractors, union leaders, crew members etc.) the site manager/delegate will determine where the SSC is most needed. These activities could include pre-job meetings (off-site or onsite), safety meetings/walkdowns, critical job tasks, or other site related tasks/meetings. Consideration must also be given to sites where the SSC also performs non-SSC craft tasks (works on tools) or is a shared SSC resource with another plant. It is understood that his/her principal function is as the SSC. The SSC will report to their employer's site manager/delegate for daily work direction.

### **SSC Charges**

Each plant will provide a work order to capture SSC charges. Plant Management will determine the proper allocation for their site based on Maintenance/Construction work volume. The work order should only be used to capture the SSC while he/she is performing SSC duties. Any other tasks should be assigned to the appropriate work order.

### **NTID**

Each SSC will have a Southern Company NTID. The SSC's employer will provide access to office machines for the purpose of checking e-mails, filing reports, sending communications etc. These machines may be shared equipment or dedicated primarily to the SSC. The employer and SSC coordinator will determine what equipment is necessary, equipment location, and extent/length of access required.

### **Southern LINC**

Each SSC will be issued a Southern LINC two-way radio with cellular access. This phone will be purposed exclusively for SSC and work-related duties.

### **Miscellaneous Tools**

Other tools for SSC such as desk space, golf carts, office supplies, etc. will be provided on an as-needed basis. The SSC, Employer, and SCS Coordinator will work together to determine what resources are required.

### **Legal Implications**

These guidelines are intended to be exercised in good faith by all parties. This document does not represent any benefits or work conditions negotiated under collective bargaining, nor does it create any binding contract terms between any parties. As such, there is no basis for any provision of these guidelines to become the subject of a grievance, arbitration, or contract dispute of any kind. The SSC position is voluntary, and is intended to promote a safe work environment, improve culture, and increase engagement from all stakeholders.