



HORSEPLAY PREVENTION POLICY

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Approved by:	
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PURPOSE

KBD Management prohibits irresponsible behaviour such as horseplay (and other unsafe actions such as scuffling, fighting, etc.) because it creates an adverse effect on safety and the well-being of others. KBD intends to provide a workplace environment where fun is encouraged, however not at the expense of anyone's safety. Clear boundaries for workplace behaviors and conduct at KBD work sites are necessary to help keep our employees safe.

SCOPE

The *Horseplay Prevention Policy* applies to all KBD employees and Owner/Operators, as well as all visitors to the KBD Transportation premises.

POLICY

KBD employees are not permitted to participate in horseplay at the KBD on-site workplace as well as off-site while operating KBD equipment and/or representing KBD in any capacity.

Horseplay at KBD is defined as rough or boisterous¹ play or pranks² that occur at the workplace. Horseplay may include – but is not limited to – activities such as joking using physical contact, playing around, racing, grabbing, foolish vehicle operation, or social pressure to participate in unsafe acts, harassment, and/or unauthorized contests.

RISKS & RESULTS

- **SAFETY HAZARD:** Horseplay becomes a safety hazard when it is difficult for an employee to pay attention to safety – and the job in general – because of employee perception that they must be on the lookout for the next unforeseen horseplay or practical joke;
- **PHYSICAL INJURY:** Horseplay can cause serious accident or injury. For example, playing with the compressed air in the maintenance shop could result in:
 - A RUPTURE to BOWELS or EARDRUMS or BRAIN DAMAGE: Resulting from a blast of air 40 psi³ FROM 4 inches away;
 - AN EYEBALL POPPED from its SOCKET: Resulting from a blast of air 12;
 - INFLATED and/or RUPTURED INTESTINES: Resulting from a blast of air aimed at the navel (which can infiltrate through clothing); and,
 - RUPTURED LUNGS: Resulting from a blast of air aimed at the mouth.

¹ Boisterous: Noisy, energetic, and rowdy.

² Prank: A mischievous trick or silly stunt done for amusement.

³ PSI: Pounds per square inch.



- NON-PHYSICAL HARMS: Even horseplay that does not cause a serious physical accident or injury can have negative results. In addition to safety concerns, humiliation, embarrassment, anger, distrust, and a desire for revenge can result from horseplay and practical jokes;
- LIABILITY: Liability may become an issue if someone is hurt physically. The horseplay perpetrator may be liable for damages; and,
- LOSS of JOB: Failure to abide by this policy may result in loss of employment.

RESPONSIBILITIES

- KBD employees and Owner/Operators are:
 - Required to follow all regulations and work rules to ensure the safety of themselves, employees, and non-employees;
 - Not permitted to engage in any type of horseplay, regardless of whether they are on-site at the KBD terminal or off-site yet still being paid for KBD work activities;
 - Encouraged to discourage individuals on-site or in the vicinity of KBD equipment to cease any type of horseplay; and
 - Encouraged to report violations of this policy to the Safety & Compliance Manager.
- The Safety & Compliance Manager is committed to:
 - Educating new employees (upon hire) and re-educating existing employees (as deemed necessary) regarding the Horseplay Prevention Policy;
 - Taking steps to secure the safety and future non-harassment (see Workplace Harassment Policy) of any known victim(s) of horseplay; and
 - Exercising disciplinary action (see Progressive Discipline Policy) against those engaging in horseplay, which, if seen to be either purposefully or neglectfully endangering others, may result in immediate termination of employment.
- The Management is committed to:
 - Supporting, encouraging, and providing the structure for a safe and healthy work environment for all KBD employees and Owner/Operators.

According to the dictionary:

Horseplay means rough fun.

Fooling around refers to doing foolish, useless things.

Fool is a person with little or no judgment or common sense. - - -