

Policies

your written safety programs, graded and on file

How to see which OSHA programs your site needs, read a policy and its AI compliance grade, and find the on-file version of any written program.

USER GUIDE – FOR EVERYDAY USERS

VERSION 1.0

SCREENS CAPTURED JULY 2026

WHAT'S IN THIS GUIDE

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ShieldSphere's Policies module is where your written safety programs live, each graded against the standard it answers to. It lists every OSHA program relevant to your industry, tracks whether you have each one, and gives the ones you do an AI compliance grade - so you can see which programs exist, how compliant they are, and where the current version of any of them is.

1 What Policies does

Policies is where your written safety programs live - the documents OSHA expects you to have, each one graded against the standard so you know how good it actually is.

The module lists every OSHA program relevant to your industry, tracks whether you have each one, and grades the ones you do with an AI compliance review. For an end user, the value is in reading: which programs exist, how compliant they are, and where to find the current version of any of them.

GENERATING POLICIES IS AN ADMIN TASK

This guide covers browsing and reading policies. Creating them, uploading an existing manual for grading, and managing versions are covered in the companion **Policies Administrator Guide**.

2 Words you'll see

TERM	WHAT IT MEANS
Program / policy	A written safety program required or recommended by OSHA - HazCom, Fall Protection, Respiratory Protection, and so on.
Status	Where a program stands: <i>Not Started</i> , <i>In Progress</i> , <i>Policy on File</i> , or <i>Done</i> .
Intake	The site-specific questions answered so a policy can be written for your operation, not from a generic template.
AI review	A compliance grade - a percentage - measuring the policy against federal and state requirements.
ISNetworld / RAVS	A contractor-prequalification format some clients require. Policies can be produced in this version.
Citation	The specific OSHA standard the program answers to (for example 29 CFR 1910.38).

3 The program library

Click **Policies** in the sidebar. Programs recommended for your industry appear first; every other OSHA program is available below, grouped by category and by whether it is required, also relevant, or less common.

TSG Safety
OWNER
Signed in as Matt Thompson

Organization Overview
CURRENT PROFILE
Demo Company
Manufacturing • 125 employees

WORKSPACE

- Site Overview
- Compliance
- AI Hazard Scanner
- AI Job Hazard Analysis
- AI Ergonomic Evaluation
- Inspect
- Incidents
- SDS
- ZeroState
- Assets
- Policies**
- Toolbox Talks
- Trends
- Employees
- Profile Settings

Safety Policies for Manufacturing
Policies recommended for your industry are shown first; every other OSHA program is available below.

Have an existing safety manual?
Upload one PDF or Word document and we'll identify every OSHA program it covers, then grade each one against federal and state requirements. Use this when you have a single manual rather than one policy per hazard.

Q Search policies...

Physical Chemical Biological Ergonomic Environmental
Emergency PPE Administrative

RECOMMENDED FOR MANUFACTURING

- Emergency Action Plan** Done
 - Hazard Communication (HazCom) Policy on File
 - Fire Prevention/Extinguisher Training Policy on File
 - Respiratory Protection In Progress
 - Fall Protection (General Industry) In Progress
 - Bloodborne Pathogens/First Aid Not Started
 - Hearing Conservation Not Started

Emergency Action Plan Universal Intake Complete
Required to establish evacuation procedures, emergency response, and alarm systems for manufacturing facilities.
Citation: 29 CFR 1910.38
CA: 8 CCR §1637 CA: 8 CCR §3203 CA: 8 CCR §3203(a)(7) + §1637 CA: 8 CCR §3220 CA: 8 CCR §3221

AI REVIEW
50% compliant · Reviewed May 26, 2026
> Past analyses (1)

The program library. Search or filter by category on the left; each program shows a status badge. Selecting one opens its detail on the right.

The status badge tells you at a glance where each program stands.

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Organization Overview
CURRENT PROFILE
Demo Company

WORKSPACE

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- Policies**
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- Profile Settings

ACCOUNT

- Team
- Log out

- Powered Industrial Trucks (Forklift) Sa... Not Started
- Ergonomics/Manual Material Handling Not Started
- Compressed Gas Cylinder Safety Not Started
- Welding, Cutting, and Hot Work Not Started
- Electrical Safety (General Industry) Not Started
- Permit-Required Confined Space Entr... Not Started
- Crane and Rigging Safety (General Ind... Not Started
- Machine Guarding (General Industry) Not Started

ALSO RELEVANT

- Workplace Violence Prevention Not Started
- Heat Illness Prevention Not Started
- Slip, Trip, and Fall Prevention Not Started
- Confined Space Awareness Not Started
- Fall Protection (Construction) Not Started
- CONSTRUCTION
- Electrical Safety (Construction) Not Started
- CONSTRUCTION
- Permit-Required Confined Space Entr... Not Started
- CONSTRUCTION
- Crane and Rigging Safety (Construction) Not Started
- CONSTRUCTION
- Machine Guarding (Construction) Not Started
- CONSTRUCTION

> LESS COMMON FOR MANUFACTURING (10)

Every program, with status. Beyond the recommended set sit the also-relevant and industry-specific programs - a complete checklist of what a site like yours could need.

4 Reading a policy and its grade

A policy on file is good. A policy graded 90% compliant is defensible. The grade is the point.

The screenshot displays the TSG Safety software interface. On the left is a dark sidebar with navigation options: Organization Overview, CURRENT PROFILE (Demo Company), and a WORKSPACE section containing Site Overview, Compliance, AI Hazard Scanner, AI Job Hazard Analysis, AI Ergonomic Evaluation, Inspect, Incidents, SDS, ZeroState, Assets, Policies (highlighted), Toolbox Talks, Trends, and Log out. The main content area is divided into two panels. The left panel, titled 'RECOMMENDED FOR MANUFACTURING', lists various safety topics with their status: Emergency Action Plan (Done), Hazard Communication (HazCom) (Policy on File), Fire Prevention/Extinguisher Training (Policy on File), Respiratory Protection (In Progress), Fall Protection (General Industry) (In Progress), Bloodborne Pathogens/First Aid (Not Started), Hearing Conservation (Not Started), Control of Hazardous Energy (Lockout...) (Not Started), Personal Protective Equipment (PPE) (Policy on File), Powered Industrial Trucks (Forklift) Sa... (Not Started), Ergonomics/Manual Material Handling (Not Started), Compressed Gas Cylinder Safety (Not Started), Welding, Cutting, and Hot Work (Not Started), and Electrical Safety (General Industry) (Not Started). The right panel, titled 'Emergency Action Plan', shows the 'Intake Complete' status, a description, citation (29 CFR 1910.38), and state references (CA: 8 CCR §1637, CA: 8 CCR §3203, CA: 8 CCR §3203(a)(7) + §1637, CA: 8 CCR §3220, CA: 8 CCR §3221). It includes buttons for 'Edit Intake' and 'Generate Policy'. Below this is the 'AI REVIEW' section showing a '50% compliant' score, reviewed on May 26, 2026, with a 'View report' link and a 'Re-analyze with new file' button. A 'Past analyses (1)' link is also present.

Policy detail. The description, the citation it answers to, the state references, and the **AI review** - a compliance percentage with a **View report** link to the full analysis.

Open a program to see its description, the OSHA and state citations behind it, and its **AI review** score. Click **View report** to read where the policy is strong and where it falls short of the standard. **Past analyses** shows how the grade has changed as the policy was improved over time.

THE GRADE IS A TO-DO LIST

A 50% score is not a failure to hide - it is a map of exactly what to fix. Read the report, and the gaps it names become the next revision.

5 Saved policies

The **Saved Policies** section holds the finished documents - the generated policies, their state versions, translations, and ISNetworld RAVS versions. Search by title, OSHA reference, state or language, and filter by policy type.

The screenshot displays the 'Saved Policies' section of the TSG Safety application. The interface includes a sidebar with navigation options such as 'Organization Overview', 'Current Profile', 'Workspace', and 'Account'. The main content area shows a list of saved policies, each represented by a card. The cards are titled 'Personal Protective Equipment Program', 'Fire Prevention Program', and 'Hazard Communication Program'. Each card displays details including the date (May 26, 2026), location (Manufacturing), OSHA references (29 CFR 1910.132, 29 CFR 1910.133, 29 CFR 1910.138), states (DE, GA), and an 'ISNetworld RAVS Available' button. Below the cards is a 'Custom Policy Formatting' section with a toggle switch and an 'Upload File' button.

Saved policies. Each card shows the program, its OSHA references, the states it covers, and whether an **ISNetworld** version is available. This is where you download the current copy to hand to an auditor or a client.

6 Troubleshooting

SYMPTOM	CAUSE AND FIX
A program shows Not Started	No policy has been generated for it yet. Generating one is an admin task - see the Administrator Guide.
I cannot find a written program	Search Saved Policies by title, OSHA reference, state or language, and clear any active filters.
The compliance grade looks low	Open View report to see the specific gaps - the grade reflects the policy as written against the standard.
A client needs the ISNetworld version	Check the card for an ISNetworld version; if it is not there, an admin can produce one.
The program list is for the wrong industry	The recommended set follows the site's industry - confirm the current profile in the sidebar.

ShieldSphere Policies – User Guide. Published at shieldspheresafety.com/guides/policies-user. Screens are illustrative; the written steps are what to follow if the two ever disagree.