PROJECT HS&E MANAGEMENT PLAN

Template Rev 2.8

Project Name

Project Number

PLAN CONTENTS

1.0 PLAN REVISION LOG

Team Rev #	Section Revised	Editor	Date Revised	Description of Revisions
2	Section	Name	Enter date	Description
3	Section	Name	Enter date	Description
4	Section	Name	Enter date	Description
5	Section	Name	Enter date	Description
6	Section	Name	Enter date	Description
7	Section	Name	Enter date	Description
8	Section	Name	Enter date	Description
9	Section	Name	Enter date	Description
10	Section	Name	Enter date	Description
11	Section	Name	Enter date	Description
12	Section	Name	Enter date	Description
13	Section	Name	Enter date	Description
14	Section	Name	Enter date	Description

Reminder: Update the revision number in the header of this page each time the document is updated. The revision number in the header should reflect the revision number in the table.

2.0 PLAN ACCEPTANCE

This plan has been reviewed and approved by:

Title	*Name*	*Signature*	*Date*	*Phone #*
District Manager	Name	Type digital signature here	Enter date	Phone #
Project Director	Name	Type digital signature here	Enter date	Phone #
Project Manager	Name	Type digital signature here	Enter date	Phone #
Project Superintendent	Name	Type digital signature here	Enter date	Phone #
Group/District HSE Manager	Name	Type digital signature here	Enter date	Phone #
Project HSE Manager	Name	Type digital signature here	Enter date	Phone #
Environmental Trained/Qualified Person	Name	Type digital signature here	Enter date	Phone #

3.0 INTRODUCTION

This Project Health, Safety, & Environmental Management Plan describes the specific processes for planning, communicating, and executing work in a manner that protects the health and safety of all stakeholders.

In addition to this plan, work will be executed in accordance with:

- the Sundt policies and procedures described in SMS Health and Safety (Sundt's internal website of Standard Operating Procedures),
- the Health, Safety, & Environment System Manual (SMS-M-SAFT001) (Sundt's overall safety program, policy statements, etc. that apply to all projects),
- the project agreement,
- 29 CFR, Parts 1904, 1910, and 1926,
- Cal/OSHA / ADOSH / UOSH / OSHA
- Arizona Department of Environmental Quality (ADEQ) / Environmental Protection Agency (EPA) / Utah Department of Environmental Quality (UDEQ)
- Arizona Department of Transportation (ADOT) / Texas Department of Transportation (TXDOT) / Utah Department of Transportation (UDOT)
- State and local general and construction standards, administrative codes, and general statutes,
- Applicable ANSI Standards, including those referenced in 29 CFR,
- Applicable industry standards, and
- Applicable manufacturer guidelines and standards

To achieve our goal of ensuring everyone goes home safely;

- Group & Project Management will support and monitor the safety, health and risk management process;
- The project team is responsible and accountable to lead and implement the safety, health and risk management process;
- Supervising personnel shall possess the skills commensurate with project responsibilities;
- Site personnel must comply with safety, health and risk management requirements; and
- We shall foster continuous improvement and a culture that values safety.

The Company reserves the authority to use additional forms and modify this plan. The safety rules and regulations contained herein are NOT all inclusive. Legal standards not specifically referenced in these rules, regulations, and policies shall apply when appropriate.

This Safety Management Plan should only include project-specific activities/content and be updated to reflect site conditions.

The term "Contractor" used in this document refers to Sundt / JV Name. The term "Trade Contractor" refers to employers subcontracted by Contractor.

4.0 PROJECT OVERVIEW

Project Address	text
Project Start Date & Duration in months	text
Project Value	text
Delivery Method & Scope	text
Full-Time Safety Manager Start Date	text
OCIP / CCIP / SCIP / SLIP/ Z25 - Builders Risk / Deductible $ / BR Deduct. - Contractor or Owner	text
Building/Structure Height and # of Floors	Text CA projects: If the structure will be over 36' tall, a project permit will be required to be procured from the local Cal/OSHA office.
Construction Passenger Hoists – Y/N	Text CA Projects: If Structure Height > 60', CPH /Manlift req'd
Cranes expected? Type (tower, mobile, etc)?	text
Abatement - Y/N	text
Site Acreage	text AZ Projects over 5 acres require SWPPP sign, 2 acres or larger req's trackout device (or if hauling 100 cu yd on/off site per day). Maricopa County requires a Dust Control Permit for all dust-generating activities which disturb a total surface area of 0.10 acre or more. Pima County requires fugitive dust permit if • Earthmoving or Land Clearing over 1 acre • Trenching over 300 feet for utility installation or repair • Road construction over 50 feet • Blasting
Property Owner / Developer	text
SWPPP Site Level #	text
WDID # / Environmental / Const General Permits	text
NOI issue Date (obtained before starting work and kept on site)	text
Existing structures on site	text
Occupied bldgs. adjacent to site	text
Public exposure from const activities	text
Existing overhead utilities on/around site	text
Existing underground utilities	text
Need add'l Utility isolation valves?	text

Craft Personnel Headcount Estimate for lift of job	text
LEED certification & PtD (section 20 Designing for HSE)	LEED issues pilot point for PtD

5.0 RISK MITIGATION PLANS (HS&E)

Trade Contractor	*Reason for RMP*	*RMP*	*Status: Open/Closed*
Trade Contractor	Reason	RMP	Status
Trade Contractor	Reason	RMP	Status
Trade Contractor	Reason	RMP	Status
Trade Contractor	Reason	RMP	Status

5.1 Trade Contractors will be prequalified as described in the policy and standard operating procedures from SMS Risk Management.

5.2 Trade Contractors that are required to participate in an EMR Review as a condition of prequalification are subject to a meeting with Contractor management to review the Trade Contractor's safety plans and performance prior to initiation of any work at the project site. Before/during the meeting, the following may be discussed/assessed:

a) Scope of work
b) Signatory to union
c) Number of employees
d) Year started
e) Mission statement
f) Values
g) Sr. Leadership's philosophy on safety
h) Revenue
i) Safety professionals in place
j) Safety reporting structure
k) OSHA 300 logs for past three years
l) EMR and loss runs for past three years
m) Written safety program

5.3 Any Trade Contractor who does not meet the qualification criteria will be required to submit/comply with a Risk Mitigation Plan (RMP) that addresses any concerns and gaps in their program as determined by the Contractor HSE Professional reviewing the Trade Contractor's qualification information.

Sample RMP:

- Subcontractor supervisor(s) must have OSHA 30 certification.
- Prior to beginning work on site, Subcontractor must provide the following to the Contractor Project Management for approval by the Contractor Area Safety Manager:
  - A written return-to-work program.
  - A Job Hazard Analysis that includes identified risk areas.

6.0 CONTRACTOR HS&E-STAFFING PLAN &TASKS

6.1 Contractor HS&E Staff

a) As agreed upon by the District Manager in conjunction with the Group/Area HS&E Manager, this project does/does not require a full-time project safety manager during list phases or activities.

b) Additional safety professionals *may* be added based on estimated number of craft workers on site:
   i. 101-199 craft personnel = Project Safety Manager + 1 added safety professional
   ii. 200-299 craft personnel = Project Safety Manager + 2 added safety professionals
   iii. 300-399 craft personnel = Project Safety Manager + 3 added safety professionals

c) Consultant-based safety professionals may be contracted for short periods. Contact Tactical Safety Solutions (316-265-0044, info@tacticalsafetysolutions.com)

d) As agreed upon by the District Manager in conjunction with the Group/Area HS&E Manager, this project does/does not require a full-time safety carpenter during list phases or activities. Required competencies/training for safety carpenters are as follows: hand tools, guardrails (wood and steel cable), hole covers, fall protection/arrest end user training (8 hours), OSHA 30, slab grabbers, stairs/steps.

Start Up Tasks

Tasks (customize list as relevant)	*Completed*
Create the Safety File Structure for the Project from this template	☐
Establish a local clinic, conduct meet and greet	☐
Create Grab-and-Go packets	☐
Acquire OSHA permits, and submit notifications to OSHA as required	☐
Order Site Safety Signage package in line with branding guidelines.	☐
Order orientation stickers, “speak up listen up cards”, CVIS banner from marketing@sundt.com	☐
Post jobsite bulletin board/OSHA 300/employee rights/EAP/Hotline	☐
Create a family board inside trailer / outside in a protected area OR create process for printing, laminating/badging family photos for everyone	☐
Initiate / document USA / Dig-Alert / 811	☐
Order drug testing kits (Human Resources- Marie Wilson)	☐
Establish Visitor Log	☐
Code High-Risk Activities into schedule	☐
Install security / camera monitoring system for site (i.e., Evercam)	☐
If no HSE Manager for project, personnel responsible for incident reports should take this training for incident management	
Site-specific task	☐

Supplies to Procure from Warehouse	
First-aid kit, blood borne pathogen clean up kit	☐
AED	☐
1 Dose of Narcan for every 1k workers expected (can get for free from local AZ pharmacies)	☐
Fire extinguishers and stands	☐
Eye wash stations, covered/mobile canopies	☐
Heat stress go bag	☐
Extra electrolyte pops to put in job freezer	☐
Visitor PPE including extra Type 2 helmets	☐
Raffle tickets and prizes for recognition program	
Project Start Up Environmental/ SWPPP Tasks	
Notice of Intent (NOI) filed by owner and copy maintained on-site (Only CA requires owner to file. Contractor files in AZ and Texas)	☐
Post SWPPP Map and binder	☐
Establish who or what company will be providing the QSP Duties for Plan - Qualified SWPPP Practitioner (For CA only AZ & Texas need trained/ Qualified person to fill duties of SWPPP requirements)	☐
Procure and post SWPPP sign (AZ Projects over 5 acres)	☐

Designate the Dust Control Coordinator for the project. DCC req'd to be on site during primary dust-generating activities. (Maricopa)

	Water Truck & Water-Pull Drivers All permits regardless of size.	Superintendent Disturbed Acreage: Site > 1.00 Site < 5.00	Dust Control Coordinator Disturbed Acreage: Site ≥ 5.00
Site Subject to Dust Control Permit	310 Basic OR 316 Basic	310 Basic	310 Comprehensive

310 Comprehensive certification shall be valid as 310 Basic certification.
Certifications are good for 3 years.
DCC must have full authority to ensure dust control measures are implemented and the ability to shut down activities to control dust.

n/a

Maintenance HSE Tasks (keep this section updated)…

Project Maintenance Health & Safety Tasks	*Responsible Person*
Maintain this plan	Responsible Person
Prepare and set up Incident Review Meetings	Responsible Person
Submit incident reports in InEight	Responsible Person
Interface with OCIP- file and manage claims, walk w safety rep	Responsible Person
Maintain Grab-and-Go packets	Responsible Person
Post/maintain jobsite bulletin board/OSHA 300/employee rights/EAP/phone #s	Responsible Person
Maintain orientation as needed to keep phase/project specific	Responsible Person
Maintain and inspect first-aid kit, blood borne pathogen clean up kit, AED, and eye wash stations	Responsible Person
Maintain heat illness treatment kit (and electrolyte pops/beverage supplies in fridge)	Responsible Person
Maintain visitor PPE and extra Type 2 helmets	Responsible Person
Maintain quantity of drug testing kits	Responsible Person
Conduct Site Specific Safety briefings	Responsible Person
Maintain Visitor Log	Responsible Person
Maintain Trade Contractor safety submittals (review and file docs)	Responsible Person
eFile daily/weekly/monthly safety docs*	Responsible Person
Facilitate safety portion of Preparatory Meeting for each Trade Contractor	Responsible Person
Acquire pick plans and third-party certs for mobile and tower cranes	Responsible Person
Document safety disciplinary action	Responsible Person
Maintain GFCI Log	Responsible Person
Facilitate weekly all hands safety meetings	Responsible Person
Manage recognition program - distribute raffle tickets and prizes	Responsible Person
Ensure Contractor Project Team members complete one safety walk per week	Responsible Person
Ensure daily inspections are completed for stair towers	Responsible Person
Ensure monthly inspections are completed for fire extinguishers	Responsible Person
Maintain equipment Certification of Qualifications	Responsible Person
Maintain Competent-Qualified Person documentation	Responsible Person
Maintain SDS folder/list/inventory	Responsible Person

Maintain Site Safety Signage package	Responsible Person
Maintain "Safety By Choice" signage and family board	Responsible Person
Site-specific task	Responsible Person
Site-specific task	Responsible Person
Project Maintenance Environmental/ SWPPP Tasks	
Fill out required reports /REAPS / logs and file in SWPPP Binder	Responsible Person
As-built the SWPPP plans and maintain current SWPPP plans	Responsible Person
Weekly SWPPP site walk verification	Responsible Person
Maintain stock of field SWPPP materials / barriers	Responsible Person
Conduct SWPPP inspections weekly or bi-weekly with .50” rain events	Responsible Person
Monitor / check to see if NOI is current and has been renewed each year	(District/Group Manager)
Get documentation that WDID/SWPPP has been closed at end of job - NOT (Notice of Termination)	(District/Group Manager)

7.0 TRADE CONTRACTOR HS&E SUPERVISION

7.1 Competent Persons

a) Each employer performing work on the project will designate a "Competent Person" as defined by OSHA.

b) A "Competent Person Acknowledgement" Form will be completed for each competent person and submitted along with the competent person's qualifications to Contractor's Management Team prior to the start of work.

c) "Alternate" Competent Persons must be listed and available when the primary Competent Person will not be available.

d) The acknowledgement forms must be updated if competent personnel change.

7.2 Safety Representation

a) Each employer must have an individual designated as a Safety Coordinator at the project while performing work. This individual may be a representative of management, a superintendent, or a working foreman.

b) Each employer shall have a full-time, dedicated safety professional with no other duties assigned while their respective work is being performed if:

i. Contractor, including their sub-tier(s) have over 25 working personnel on site,
ii. Required by the subcontract,
iii. Required by a risk mitigation plan, or
iv. Identify any site-specific req's for safety representation.

c) Trade Contractor shall have additional safety professionals in accordance with this matrix:

Working personnel count (including sub-tiers)	**Safety Manager** - (Experience: 5yrs+ in safety management, plus OSHA 510 or CHST)* **Safety Coordinator** – (Experience: 3yrs+ of safety focused duties, plus OSHA 30 or STS-C)* * Proposed safety personnel resume(s) shall be submitted to Contractor Project Management for approval. Contractor has the sole discretion to interview proposed safety personnel and accept alternate experience levels or qualifications in lieu of certifications noted above.
Less than 25	Dedicated, full-time safety professional not required, unless required by other criteria above
25 - 75	One Safety Coordinator or Safety Manager
76 - 150	One Safety Manager and one Safety Coordinator
151 - 225	One Safety Manager and two Safety Coordinators
226 - 300	One Safety Manager and three Safety Coordinators
301 - 400	One Safety Manager and four Safety Coordinators
401 - 500	One Safety Manager and five Safety Coordinators
1 additional safety coordinator for every 150 working personnel above 500	

Trade Contractors **expected** to have a dedicated safety representative are:

i. XXXXX
ii. XXXXX

7.3 Foremen & Superintendents

a) Foremen shall have OSHA 10-hour certification, as a minimum.

b) Superintendents shall have OSHA 30-hour certification or STSC, as a minimum.

c) Exceptions must be approved by the Contractor District/Group HSE Manager.

8.0 TRADE CONTRACTOR HS&E SUBMITTALS

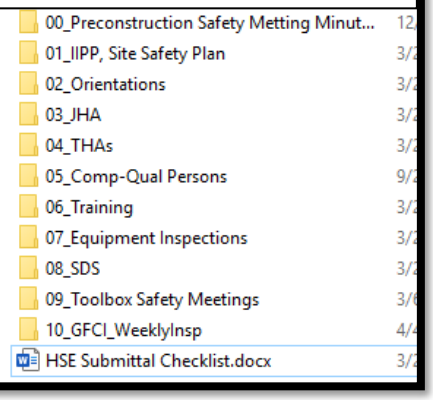
8.2 HS&E Submittals

a) Any plans developed for this project by a Trade Contractor shall be as stringent as this plan and adequately address trade and scope-specific content.

b) To collect and track Trade Contractor safety submittals, this project is using software (NAME) OR the "HSE Submittal Checklist" and K drive structure.

c) All required safety submittals (i.e., plans, forms, reports, notices, documentation, etc.) shall be submitted to Contractor Contact Person via method.

K-Drive File Structure for Trade Contractor Safety Submittals



* Sundt Industrial requirement: Trade Contractors must provide the SDS for any chemicals they intend to use to the Sundt Project HSE Manager at least 10 days prior to bringing the chemicals to site. This will be done via a Chemical Use Request (CUR).

**Proof of training shall be provided via a written document specifying what training was provided to each employee.

HSE Submittal Checklist	
Submittal	***Received and reviewed to be adequate?***
Proof of insurance / OCIP/CCIP enrollment verification	☐ *Yes* ☐ *No* ☐ *NA*
IIPP and Code of Safe Work Practices	☐ *Yes* ☐ *No* ☐ *NA*

Site-Specific Safety and Health Program:
• *Job Hazard Analysis with procedures for:*
  ○ *Logistics-management-housekeeping*
  ○ *Handling material by hand*
  ○ *Working with chemicals*
  ○ *Ladders / aerial work platforms*
  ○ *Falls / dropped objects*
  ○ *Fire prevention*
• *HazCom and SDS Inventory**
• *Emergency Phone Numbers / Contacts*
• *Accident Reporting & Investigation Plan*
• *Substance Abuse Plan*
• *Heat Illness Prevention Plan*
• *Fall Protection Plan*
• *Silica Exposure Control Plan*
• *Site/Scope/Trade Specific Plan*
(Excavation and or trenching, Dust and particulate management, Erection sequence and planning, Hoisting & lifting, Hazardous material, Radiation exposure, Control of stored energy, Demolition, Holes and openings)
	
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*
	☐ *Yes* ☐ *No* ☐ *NA*

*Training Certs/Proof**:* • *Competent Person Documentation* • *OSHA 10 for supervisors and foremen* • *First Aid & CPR certification* • *Equipment operator certification*	 ☐ *Yes* ☐ *No* ☐ *NA* ☐ *Yes* ☐ *No* ☐ *NA* ☐ *Yes* ☐ *No* ☐ *NA* ☐ *Yes* ☐ *No* ☐ *NA*

9.0 COMMUNICATION

9.1 Trade Contractors

a) Trade Contractors shall be provided a copy of this plan.

9.2 Required Postings

a) Federal, state, and local government postings will be prominently displayed as required.
b) In addition, the administration, HSE, and operations offices shall also post:
    i. Access to Employee Exposure and Medical Records (the point of contact for inquiries of this nature)
    ii. Emergency contact numbers and medical providers
    iii. The location of and contact person for Safety Data Sheets
c) All signage, employee handouts, etc. shall be in English and any additional language as needed to ensure clear, concise communication for all employees.
d) When available and feasible, signage shall include pictures and symbols to communicate meaning and intent to all non-English speaking individuals.
e) Any crew that includes non-English speaking personnel shall also include a bi-lingual crewmember to interpret information and instructions.

9.3 Jobsite Safety Orientation

a) Prior to starting work on site, personnel who will perform work tasks on the project must complete the entire safety orientation.
    i. This applies to Trade Contractor tiers and short-term workers.
b) The site-specific orientation is not a substitute for proper and required safety training for personnel as each employer is responsible for providing required, regulatory and project-specified safety training for their employees (i.e., basic safe work practices, fall prevention & protection, confined space safety, PPE use, equipment safety and use, etc.).
c) Contractor will not provide this training for any Trade Contractor employee without a “hold harmless” agreement in place (contact the Group/Area HSE Manager for more information).
d) All personnel must be capable of safely performing their assigned duties.
e) Training will be documented and include appropriate certification of qualifications, as necessary.
f) Training will be provided in the language the learner understands.
g) Personnel must be able to demonstrate proficiency in the duties covered by the training.
h) Orientations are scheduled and updated to reflect changing conditions by the project team.
i) Orientation includes the following:
    i. Site-specific information
    ii. Videos
    iii. Contractor Code of Safe Practices (mandatory form to be signed by all personnel performing work on the project site)

iv. Environmental policies that apply to the project:
1. Importance of Environmental Awareness;
2. Employee involvement;
3. Waste management (hazardous and non-hazardous);
4. Client environmental protection procedures;
5. Spill prevention, control and reporting
6. Protection of Stormwater controls
7. SDS Locations
8. Chemical Control Program
9. Petroleum Product Dispensary Procedures
10. Location of Emergency Clean up Supplies
11. Endangered species;
12. Impaired Waters
13. Air quality (Title V, if appropriate);

j) Identify orientation schedule and trainers here
k) This project will facilitate safety orientation online.
   i. Prior to arrival on site, personnel will access the orientation via a web link, watch the videos, and complete the digital paperwork.
l) Upon arriving on site, personnel will check in at the Contractor office for a short briefing and to receive their hard hat sticker.
m) Stickers must be visibly displayed.
n) As personnel attend phase-specific orientations, we will provide a new hard hat sticker / identify means of tracking.
o) As the project enters new phases of construction, as declared by the site safety manager/representative, personnel who have not been on site since the prior phase will attend a phase-specific orientation to ensure fresh communication of new/changing exposures and controls.
   i. Identify phases that will require re-orientation of site personnel.

9.4 Short-Service Personnel (SSP)

a) SSP are Contractor *and Trade Contractor* supervisors and employees who have
   i. never worked on a Contractor project, or
   ii. have not worked on a Contractor project:
      14. within the previous three months, and/or
      15. for a continuous thirty-day period within the last six months.
b) SSP will be identified during orientation for the purpose of providing them additional monitoring and mentoring. The personnel's start date shall be indicated on a piece of tape placed on their hardhat. After 30 days, the supervisor must evaluate the employee's understanding of making safe choices while executing their job function. If employee demonstrates satisfactory understanding and performance, the tape may be removed. If satisfaction is not demonstrated, the review period will start again.
c) On this project, the respective employer shall escort and mentor their SSP.
d) Each employer shall have a method in place to identify and acclimate their own SSPs.

9.5 Vendors & Visitors

a) Visitors/vendors shall follow the basic safe work practices identified in this plan.
b) Visitors must check in at the office, sign the waiver, and be escorted by the respective company they are visiting.
c) Visitors do not need to be escorted if they attend the Site-Specific Orientation.
d) Vendors and/or suppliers furnishing materials or services under an executed project agreement for ongoing work that comply with site orientation and badging requirements will not need an escort while on-site.
e) Commercial truck drivers delivering materials to the project site must Possess a valid Bill of Lading to access the project site.
    i. Drivers are not permitted outside designated areas for pick-up and delivery without being escorted by authorized personnel.
    ii. General delivery personnel (i.e., UPS, Federal Express, etc.) will be permitted to make their deliveries without a badge or pass, provided they do not deviate from designated pickup or delivery routes.
f) Requests for tours of the project site must be approved by the Project Manager or Project Superintendent.
    i. Tour requests will be carefully screened and limited in frequency and numbers of visitors.
    ii. Tours of the site will be conducted during non-working hours when possible.
    iii. The time and travel route for all tours will be established prior to the event.
    iv. Work areas, which may present hazards to the tour group, are prohibited.
    v. Tour travel routes will be cleared of any tripping hazards, cleaned, and properly protected to avoid potential personal injury.
    vi. Any tour must be guided by member of the Contractor management team or their designated representative.
    vii. No minors will be allowed to tour the site without Contractor approval prior to visit.
g) Add any additional site-specific policy.

9.6 Construction & Safety Meetings

a) The following meetings must be conducted to proactively identify and mitigate work hazards.
b) These meetings are mandatory, and attendance shall be documented as required by SMS File Structure & Record Retention or as defined in the PMP.

i. Pre-Construction Meeting / Preparatory Meeting / Seller (Subcontractor) PMP Orientation Meeting

1. Prior to working on the project, the appropriate management of Trade Contractors and their tiers will meet with the Contractor Project Management Team to review safety plans and requirements for the project.
2. Trade Contractors are responsible for scheduling these meetings timely and with the appropriate Contractor representatives, as required by Time Management requirements of the PMP.

3. Documentation (i.e., Work Package, JHA, Safety Plans, etc.) required for this meeting must be submitted two weeks prior to the scheduled meeting date or as agreed upon by the Contractor Management Team.

ii. Weekly Project Safety Meeting (Toolbox Meeting, "Mass Safety Meeting", Affirmative Action Meeting)

1. Identify when and where
2. All project personnel including Contractor project management and Trade Contractor personnel shall attend.
3. Template agenda: Weekly Safety Meeting Report_AZ or Weekly Safety Meeting Report CA.
4. Topics
    A. Work that is underway or upcoming
    B. Items identified during safety inspections
    C. Incident lessons learned
    D. Safety metrics and trends

iii. Weekly supervisor safety meeting

1. All Trade Contractor and Contractor supervision (Foremen, General Foremen, and Superintendents) shall attend a weekly supervisor safety meeting led by Contractor Project Management.
2. This meeting kicks off the weekly foremen's meeting in the project trailer.

iv. Daily / Task Hazard Analysis Meetings

1. A THA will be facilitated by each crew's supervision at least once daily
2. Additional THAs are required for separate activities
3. The purpose of a THA is to communicate the tasks, hazards, safety controls, site changes, etc.
4. Trade Contractors shall conduct task hazard analysis and may utilize their own form if approved by the Contractor Project HSE Manager/Rep.
5. Contractor reserves the right to audit the overall planning process and provide feedback as necessary based on our observations.
6. Trade Contractors shall maintain records of THAs and furnish records to the designated Contractor safety representative within five (5) business days of the meeting.
7. THAs will also be used to monitor and communicate Environmental Practices:
    A. Spill prevention response and cleanup practices;
    B. Emergency response procedures;
    C. Collection and storage of waste materials;
    D. Protection of storm water sediment controls;
    E. Petroleum product dispensing procedures;
    F. Chemical control program; and SDS Location
    G. Location of emergency clean up supplies.

v. Daily Stretch & Flex

1. This project will proactively act to reduce and eliminate soft tissue injuries and promote a healthy workforce by implementing Stretch & Flex.

2. All workers, including those of Trade Contractors and their tiers, will participate. Supervision will lead and facilitate.
3. Stretch & Flex may be repeated following breaks if determined by the supervisor.
4. Stretch & Flex will be conducted with the intention to:
    A. Warm up the worker's body for upcoming work activities
    B. Increasing flexibility and range of motion
    C. Promote better circulation
    D. Enhance coordination for easier movements
    E. Strengthen muscle mass
    F. Delay the onset of muscle fatigue
    G. Increase team morale.
5. Prior to initiating Stretch and Flex, workers must be instructed on the following:
    A. Always start in a neutral body position
    B. Do stretches at your own pace and ability
    C. Be sure to work within your own limits
    D. Stretch to the point of comfortable tension
    E. Avoid straining while performing the stretches
    F. If muscles begin to shake, release tension lightly
    G. Move into each stretch slowly
    H. Stretching should not be painful
6. Site-Specific Stretch & Flex Info

i. Any additional meetings (tbd)

9.7 HS&E Inspections

a) Inspections of the project will be conducted:
    i. to identify hazards and unsafe or unsanitary conditions/behaviors/practices;
    ii. daily, weekly, after initial establishment of the baseline Project Safety Management Plan, and prior to initiation of work at the project site;
    iii. Whenever new substances, processes, procedures or equipment which present potential hazards are introduced into our workplace;
    iv. Whenever new, previously unidentified hazards are recognized:
    v. Whenever occupational injuries and illnesses occur;
    vi. When new hires or reassigned permanent/intermittent workers are added to ongoing processes, operations, or tasks for which a hazard evaluation has not been previously conducted; and
    vii. Whenever workplace conditions warrant an inspection.

b) Contractor Project Managers, Superintendents, Engineers, and HSE Managers shall each complete one "safety walk" per week minimum (includes housekeeping assessments, THA audits, and safety inspections) using Contractor's safety app.
    i. Users log the following into the app: project, inspector's name, date of inspection, deficiencies, safe practices, and corrective actions that are required.

c) Contractor's safety walks do not relieve Trade Contractors of their responsibility to self-inspect their work and equipment and to conduct their work in a safe manner.

d) Trade Contractors shall conduct inspections in accordance with their safety program and provide documentation to the Contractor safety representative.
e) SWPPP inspections will be completed weekly or bi-weekly with .50" rain events

9.8 Governmental Agency Inspections

a) The Contractor Project Manager, Contractor Project HSE Manager, Contractor Area/Group HSE Manager, and the Client Representative must be notified immediately if OSHA seeks to conduct an investigation or inspection relative to any project construction activity (including Trade Contractor activities).
b) The Contractor Project Manager or Superintendent is the primary company representative during a governmental inspection and shall follow the guidelines provided in the SMS and the Contractor OSHA Inspection Questionnaire.
c) The Contractor Project HSE Manager is the alternate representative as well as the acting subject matter expert and will provide support throughout the process, including gathering information, accompanying the inspector on any walks, sitting in on any supervisor interviews, etc.

9.9 Imminent Danger Situations

a) Activities shall be immediately suspended upon discovery of any potential exposure that may lead to a serious injury or death.
b) Work may be resumed only after the exposure has been mitigated.
c) Examples of "imminent danger" situations include, but are not limited to:
    i. Exposure to falls from elevation
    ii. Exposure to trench/excavation collapse due to improper shoring or sloping
    iii. Exposure to electrical hazards/electrocution
    iv. Work activities posing injury potential to the general public
    v. Confined space violations
    vi. Operating vehicles or equipment in an unsafe manner
    vii. Upon stoppage, Contractor personnel shall contact the Contractor Project HSE Department and seek to correct the hazardous behavior and/or conditions.

9.10 Correcting Unsafe Conditions

a) Any unsafe condition that is recognized must be promptly mitigated.
b) If correction of an unsafe condition is not practical because of the lack of material or other logistical problems, corrections must be made as soon as practical.
c) Until corrective action has been completed, the condition must be isolated or made safe by limiting access, etc.

9.11 Communicating with Members of the Public

a) Construction personnel are warned during safety orientation to not communicate with members of the public.
b) Construction activities will be fully fenced in to prevent members of the public from being exposed to work activities.
c) Signage will be in place to communicate "No Trespassing".

9.12 Communicating Potential Exposures

a) Barricades shall be tagged at each accessible side indicate which side is the “Safe” side and which is the “Hazard” side. The information on the tags shall include:
   i. The name of the supervisor responsible for the barricade and their contact information,
   ii. The date and timeframe barricade will be in place, and
   iii. The reason for the barricade.
b) Barricades shall be maintained by the erecting personnel.
c) Upon completion of the work or elimination of the hazard, the barricade shall be removed.
d) Barricades shall be color coded as follows:
   i. Red
      1. Used to indicate conditions or work activities that, left unprotected, may present a “high risk” hazard or situation such as a confined space, unprotected excavation, fall hazard, overhead work involving falling object potential, etc.
      2. Only the erecting supervisor/crew may cross the red barricade, but only if they are controlling the hazard and not directly exposed to immediate danger to life and health.
      3. Other personnel may cross a red barricade only if they have the express permission of the erecting supervisor, understand the hazard(s), and have taken the proper precautions to protect themselves from the hazard(s).
      4. Crossing a red barricade without the express permission from the erecting supervisor shall result in disciplinary action.
      5. A member of the Contractor HSE Department and/or Emergency Response Team may cross a red barricade in the event of an emergency, provided entry can be made without placing those individuals in immediate danger.
   ii. Yellow:
      1. Indicates the presence of a low-risk hazard such as tripping, overhead sparks, etc.
      2. Personnel may cross yellow tape if they have read the tags, understand the hazard(s), and are prepared to take precautionary measures prior to entering the area.
   iii. Magenta/Yellow:
      1. Used for radiography to delineate the safe zone.
      2. Only the erecting radiography contractor may cross the X-ray barricade.
      3. Crossing this barricade without the express permission of the erecting contractor shall result in disciplinary action.

9.13 Cell Phone Policy

a) Cellular phones and mobile devices are to be used for jobsite communication purposes only.
b) Possession of a personal cellular phone in work areas on the jobsite is not allowed without specific permission from a direct supervisor.
c) A hands-free mobile communications device must be used by an employee owner if making or receiving calls while driving a vehicle (Note, "hands-free" use while driving is still considered "distracted driving" by the National Safety Council).

d) The use of a hand-held mobile communication device without a hands-free device may be permitted only in the case of an emergency.
e) If a company vehicle is not equipped with blue-tooth capabilities, employee owners may be provided with a wireless mobile blue-tooth device. If no such device is available, use of the mobile device while driving is prohibited.
f) Text messaging, surfing the internet, reading, or responding to emails while driving is prohibited.
g) Whenever possible, personnel should not make or receive calls while driving.
h) Employee owners are prohibited from using a headset with any type of personal stereo or music device while operating a motor vehicle.
i) Federal, state and local laws regarding mobile communication device use, must always be adhered to.
j) "No walking and talking" - When on foot, operate the device in a safe area protected from struck-by and other exposures.
k) Employees may be held personally and financially responsible for damages and litigation costs in the event of an accident involving company owned equipment resulting from employees' use of personal cellular phones.
l) Failure to comply with this policy will subject the employee to disciplinary action up to and including termination.
m) Site-specific cell phone requirements/notices

9.14 Safety Hotline

a) A Safety Hotline may be available for the project's stakeholders to anonymously call or text in observations of safe behavior that should be recognized, deficiencies that need to be addressed, etc.
b) Hard Hat stickers with the Hotline phone number will be provided workers after completion of the safety orientation.
c) The Safety Hotline number for this project is 555-555-5555.
d) See the Exhibit section for the Safety Hotline poster

9.15 Climate Surveys

a) This project has been set up to complete online climate surveys.
b) See the Exhibit section for the Climate Survey poster

9.16 Owners & Contractor Safety Expectations

c) The Contractor Project Manager will furnish this project's Owner with the latest version of Exhibit D with the expectation that Owner will issue the exhibit in their contracts with their vendors/OFC. This will allow our project management team to hold Owner's contractors on our site to the same level of safety protection and performance.

10.0 SAFETY COMMITTEES

10.1 Safety Task Force / Safety Force / District HSE Committee

a) The project will conduct monthly safety walks involving members of Contractor management, project supervision, safety, and/or craft to enhance our safety performance.
b) The Project Inspection Checklist will be used to document the walk, but observations will be inputted into Sundt Construction Analytics.

10.5 CRAFT VOICES IN SAFETY (CVIS)

a) CVIS is a project-based health and safety committee designed to maximize Contractor craftworker and trade partner craftworker involvement and feedback.
b) It is designed to enhance our safety climate by giving all personnel, focusing on Contractor craft and trade partner craft, a platform and voice in safety.
c) CVIS is structured to encourage respect, collaboration, integrity, and innovation in support of Contractor's Safety by Choice program.
d) This project will use the corporate CVIS guidelines as a guide for implementation.

KEY CVIS CONTACTS:

Captain	Name	Mgmt. Rep.	Name
Co-Captain	Name	Safety Mgr	Name

MEMBERS:

Member Name	Name	Trade	Trade
Member Name	Name	Trade	Trade
Member Name	Name	Trade	Trade
Member Name	Name	Trade	Trade

MEETINGS:

Location	Location	Day of Week	Day	Time	Time

11.0 CHOICE-BASED SAFETY

11.1 Stop Work Authority

a) During the orientation process, project personnel are introduced to the idea of intervention and stop work authority.

b) Each employee is given the responsibility to stop work when he or she feels that others are in imminent danger and to notify supervision as necessary to mitigate and report the hazardous act or condition.

11.2 Safety by Choice

a) The phrase "Safety by Choice" symbolizes making safe choices all day, every day on all Contractor job sites.

b) This project will communicate Contractor's Safety by Choice initiative by:

i. Sharing information on the program during preparatory meetings and orientations

ii. Providing "Safety by Choice" hard hat stickers to workers after orientation completion

iii. Displaying a "Safety by Choice" sign at a project gate/entrance/visible location

iv. Posting a Family Board *or* wearing photos (buttons/vest pockets):

1. Family Boards remind us that we make safe choices not only for ourselves, and our coworkers, but also for our families.
2. They serve as a visual reminder of who is expecting us to come home safely every day.
3. The Family Board is located tbd since it has great visibility for all personnel, but it will be moved as needed to maintain visibility.
4. Workers may submit pictures that represent their motivation for safe behavior.
5. Pictures are not limited to direct family but should be appropriate and related to the spirit of the program. Hobbies, pets etc. are typically acceptable.

11.3 Safety Recognition Program

a) A Safety Recognition Program is designed to support and maintain a culture of positive safety choices.

b) Recognition shall not be based on injuries, incidents, or incident rates.

c) Rather, the criteria listed below will be recognized.

d) A budget for the Recognition Program was determined to be (budget).

e) On-the-spot recognition will be made in the form of a hat/sticker/gift card/raffle ticket/etc.

f) Topping Out Ceremonies should start with a safety moment/share/recognition for the workers and safety managers.

g) Recognition criteria:

i. Modeling safe behaviors

ii. Creating a safety innovation

iii. Observed “doing everything right”!
iv. Motivating/mentoring/educating others in safe practices
v. Consistent Relentless Housekeeping champion
vi. Going “above & beyond” their normal work duties in the name of safety
vii. Offers “Safety Shares” that are compelling or help improve the safety program or conditions
viii. Stopping / reporting unsafe acts (Speak Up, Listen Up)
ix. Correcting unsafe conditions
x. Contributing to the Family Board
xi. Sporting a “Why I Work Safe” badge
xii. Volunteering as a Safety Captain
xiii. Participation in the CVIS committee

11.4 Best Practices

11.4.1 Safety Raffle

a) This project will implement raffle drawings as follows:
   i. Workers meeting any of the above criteria may be awarded with a raffle ticket.
   ii. Tickets will be collected and accumulated for the designated period.
   iii. The interval of raffle drawings is at the project team’s discretion.
   iv. A drawing will occur and the selected ticket holders will receive a prize.
   v. Optional: Certificates of appreciation may be presented to outstanding performers during safety meetings.

12.0 PERSONAL PROTECTIVE EQUIPMENT (PPE)

12.1 General

a) Each employer at the project site is responsible for identifying potential exposures and corresponding control measures.
b) Each employer must specify the appropriate PPE in their Work Package, supply required equipment, train on equipment provided (i.e., what to use, when to use it, how to wear it, limitations, proper care, etc.), and enforce proper usage by their employees.
c) PPE must be used and maintained as required by the manufacturer and not modified in any manner.
d) All PPE including clothing must be clean and maintained in good condition, free of signs of excessive wear such as tears, holes, other deficiencies, and damage. Any worn out, damaged, or defective PPE or clothing must be properly disposed of and replaced prior to permitting employee to work.
e) The following is a list of *minimum* PPE that shall be worn at all times on site with the exception of designated administrative/job site office areas and within enclosed cabs of company vehicles, mobile equipment, and cranes. An enclosed cab is defined as a conditioned space with windows and doors closed. Upon exiting any exempt space, the minimum PPE requirements apply immediately.
f) Site signage will indicate where PPE is required.
g) The warehouse carries small gloves and vests
h) Custom orders can be made for even smaller gear through:
    i. warehouse@sundt.com
    ii. directly from ahmize@aol.com (carries women's XS/Small vests)

12.2 Head Protection

a) Site personnel are required to wear a safety helmet that is ANSI Type I or II and meets EN 12492 for shock-absorbing capacity (specific clauses: 4.2.1.2 front energy absorption, 4.2.1.3 side energy absorption, and 4.2.1.4 retention system effectiveness. This website explains these performance standards.)
    i. Persons who are on site for less than one day are exempt (i.e., delivery drivers).
    ii. Non-compliant personnel will not be allowed to work on site.
        1) At the discretion of the Contractor project management team, compliant helmets may be provided to Subcontractor personnel who do not have one, the cost of which Contractor may, at Contractor's sole discretion, back-charge Subcontractor.
    iii. Personnel exposed to electrical voltages of 600 V or greater shall wear head protection that also meets ANSI Z89.2.
    iv. Welders are not permitted to "soft top" without permission from a safety manager.
    v. Long hair must be confined to prevent entanglement.

12.3 Eye Protection

a) Safety glasses with side shields that comply with ANSI Z87.1.

b) Standard prescription glasses do not comply with this requirement unless they are definitively marked by the manufacturer as ANSI Z87.1 and have side shield protection.
c) Face shields must be worn in conjunction with goggles or safety glasses.
d) Face shields are required for overhead drilling, grinding, breaking, chipping, power saws, exposure to chemical splashes.
e) Shaded face shields (welding hoods) shall be worn for welding.
f) Shaded goggles (burning goggles) shall be worn during gas burning and cutting operations.
g) Safety glasses or goggles must be worn under welding hoods while chipping, grinding, or cutting.

12.4 Hand Protection

a) Gloves suitable for the exposure must always be worn except when
    i. writing, doing paperwork, personal grooming, or
    ii. advised against by a tool manufacturer for reason that gloves may create a greater hazard (i.e., entanglement in moving parts, belts, or shafts). In these cases, the THA must identify the reason for why gloves create a greater hazard.

12.5 Foot Protection

a) All workers must wear sturdy work boots that are in good condition (i.e., not showing excessive wear or damage), extend above the ankle, have durable ankle support, and have hard rubber soles with tread.
b) Visitors must wear appropriate footwear or will be excluded from the construction area.
c) Top-of-foot/metatarsal guards are required for operating soil tampers.
d) The following are prohibited at any time: soft leather shoes, canvas shoes, sneakers, open toe/heel shoes, sandals, high heels.
e) For work involving puncture hazards (i.e., building/stripping formwork, carpentry, drywall, demolition), a steel or other penetration-resistant shank is recommended.

12.6 High-Visibility Outerwear

a) High-visibility clothing (i.e., vests, shirts, or jackets) is required on site – Lime green for Contractor Employees and orange, yellow, or lime green for Trade Contractors and vendors.
b) Welders are exempted from outwear during welding operations.

12.7 Work Attire & Body Protection

a) Protective clothing must be suitable for the exposure including weather and work site hazards and be appropriately fitted to the wearer.
b) Shirt sleeves must extend a minimum of 3’’ from the top of the shoulder.
c) Long trousers are required and must be constructed of a durable, abrasion-resistant material.
d) Workers performing work on their knees must wear knee pads or utilize “kneeling creepers”.

e) Vulgar or offensive clothing, as determined by the Project Manager, is prohibited in addition to excessively loose clothing, shorts, and sweatpants.

12.8 Hearing Conservation Program

a) Based on the scope of work and duration of activities, there is a reasonable expectation that there will be no exposure to noise levels in excess of an 85dBA for an eight hour time-weighted average for any project assigned employees.
b) If evidence to the contrary is presented, the Project will determine the need for a hearing conservation program based on the guidelines dictated in the **SMS** and the **Hearing Conservation Safe Work Plan (SWP),** and shall implement a program to those guidelines.
c) Hearing protection is mandatory for those activities that produce excessive noise such as grinding, and anytime that the activity is spark producing.
d) The Project shall post warning signs indicating “Hearing Protection Required” as applicable.
e) Information on noise hazards and required ear protection use shall be communicated during Contractor Site-Specific Orientation.

12.9 Site-Specific PPE Requirements

a) List any areas/locations where standard PPE use in not required (i.e.: around the offices, etc.)
b) Describe any additional PPE req’s

13.0 PUBLIC PROTECTION & WALKWAYS

This project may inherently have public exposure during the following activities which will be mitigated as described:

Type of Public Exposure	*Mitigation Plan*
Removal of/working adjacent to site walls	• Ensure existing walls were properly erected and will withstand construction activities • Support adjacent walls to prevent collapse into public right-of-way or project
Installation of site fencing	• Schedule during off hours when public is away • Use a spotter/flagger to keep pedestrians away • Use driven posts • Use non-panelized fencing • Use more stable securement than sandbags for panelized fencing • Do not install fence stands that may pose as potential trip hazards in busy public areas
Equipment and personnel crossing from one work area to another	Use a double gate system to block pedestrian traffic during equipment movement
Miscellaneous hardscape work in public areas	Use temp construction fencing to close off work area (not delineators)
Exposure	Controls
Exposure	Controls
Exposure	Controls

13.1 Additional Controls

13.1.1 General

a) Areas for public pedestrian traffic shall always be clearly marked.
b) Canopy and walkway must be ADA compliant. Audio warning devices may be needed for blind members of the public.
c) Public pedestrian traffic areas shall be maintained so that slipping, tripping, and falling hazards are prevented.
d) Hazards such as non-level surfaces, uneven sidewalk edges, protruding mudsills under scaffold baseplates, etc. must be corrected. For example, use cones to protect mudsills:

e) Preexisting defects/tripping hazards in the city sidewalk adjacent to and under the construction walkway must be repaired.
f) If not possible to correct any surface hazards, the hazards must be adequately delineated with high-visibility markings, signs, or notices.
g) Do not use cold patch to make ramps or smooth transitions. Consider using concrete or plywood ramps first.
h) Projections that may hurt a member of the public must be adequately capped, covered, or delineated. This includes protruding hardware, posts, lumber, scaffold/canopy components, etc.
i) Stairs or ramps must handrails on both sides.
j) Elevated areas must have standard guardrails.
k) The public must be notified of closed pedestrian areas and they should be provided access to safe alternative areas. The expected path to the alternative area(s) must be clearly marked.
l) Public ingress and egress routes must be monitored to ensure construction operations do no block stairways, doors, entrances, exits, paths, or hallways.
m) Special attention must be given to the emergency evacuation of buildings, structures, and jobsites and how the construction project may affect evacuation.

13.1.2 Lighting

a) Hazardous lighting and welding flash on the jobsite that may project to or illuminate areas offsite must be shielded.
b) Walking surfaces and other public areas affected by the construction project must be adequately illuminated.
c) Lighting must be provided if canopy restricts natural light during the day or artificial street lighting at night. Install lights every 8 feet (min).

13.1.3 Precautionary Signage

a) Describe what signage will be posted and where to appropriately warn the public.

13.1.4 Engineering

a) Canopies must be constructed in accordance with a design stamped by an engineer.
b) The following recommendations *may* be considered by the engineer:
   i. Canopy tops tightly planked/covered to minimize any gaps.
   ii. The canopy top to:
      1. consist of secured chain link fencing sandwiched between two sheets of ¾" plywood,
      2. sustain a 300lb live load (to prevent dropped items from penetrating) when constructed near a building that is taller than 100 feet, or
      3. sustain a 150lb for buildings shorter than 100 feet.

14.0 DRUG & ALCOHOL-FREE WORKPLACE

14.1 General

a) This project will adhere to Contractor's Corporate Drug and Alcohol Policy as outlined in **SMS / Administration / People / Drug and Alcohol-Free Workplace.**
   i. Please refer to the SMS policy for full details on testing, disciplinary action, etc. Note, reasonable suspicion drug testing must be conducted in accordance with the SMS policy and may only be conducted after approval by an authorized individual.

14.2 Client-Specific Amendments

a) The Project's Drug and Alcohol Policy complies with that of Insert Client Name, as required by contract.
b) Identify and list any instances where the site policy differs from that outlined in Contractor Corporate policy.
c) This should include specific details on disciplinary action, re-hire status after a positive result, etc.
d) All site-specific D&A policies that differ from the corporate policy must be reviewed by the Contractors HSE Department.

15.0 EMERGENCY RESPONSE/ACTION PLAN

15.1 General

a) This plan will be posted in conspicuous locations on site and provided to each supervisor.
b) During orientation, site personnel will be trained on this plan.
c) This plan applies to all stakeholders on the project, including any tier of Trade Contractors.
d) An emergency is any situation that poses an imminent threat to life, safety or health of workers, visitors, public or property.
e) These may include, but not be limited to:
    i. Serious work-related Injury or property damage
    ii. Collapse of a building or a portion there-of
    iii. Fire
    iv. Flooding
    v. Equipment failure (i.e.: collapse of a crane)
    vi. Release of toxic gases, dusts, fumes, smoke, natural gas
    vii. Injury or property damage affecting the public/visitors, etc.

15.2 Evacuations

a) Assembly areas and routes of evacuation will be posted for each building/facility/work area.
b) Shelter locations and assembly areas will be regularly assessed.
c) Evacuation drills should occur twice per year or as feasible.
d) The Jobsite Safety Orientation includes identification of shelter locations, assembly areas, and the emergency alert systems.
e) Each entity with workers at the site, including all Trade Contractor tiers, vendors, etc. are responsible for ensuring that their workforce is informed of the current Emergency Response Plan.
f) Should work assignments, shelter locations, assembly areas, or the emergency alert system change, affected workers will be re-instructed on the changes.
g) Upon identification of an event which requires evacuation, immediate notice must be provided to a member of the project management staff (Project Manager, Superintendent or designated safety representative) who will initiate the emergency alert system.
h) Workers will evacuate building and meet in designated shelter locations or assembly area(s), (or to respond as required by the emergency alert system). All personnel must comply immediately.
i) All entities on the project including all Trade Contractors and their tiers, vendors and others are responsible to account for all their workers and authorized visitors on the jobsite (head count). A head count will be conducted during an emergency event and results reported immediately to the Contractor Project Safety Representative, Superintendent, or Project Manager. All workers will remain in the shelters or assembly areas until released by an authorized Contractor Management representative.
j) Each entity at the project site, including Trade Contractors and their tiers must designate a supervisor (superintendent or foremen) as an Emergency Response Plan leader.
    i. Designated leaders are responsible for knowing the location of all main utility shutoff valves for gas, water, and electricity (and being capable of shutting off these systems) in the portion of the building they are working in.

Post conspicuously
Include in Grab n Go

ii. In the event of an emergency, unless deemed an imminent danger to health and safety, designated leaders will shut down the utilities in their work area during the evacuation.

k) All Trade Contractors and their tiers are required to maintain an adequate supply of flashlights or other emergency lighting equipment on the project for evacuating workers from the buildings in the event of a power failure.

Logistics Plan

Include: Egress routes, muster/emergency meeting area, areas to be excavated, chemical staging areas, locations of clean up materials, waste staging areas, locations of emergency spill kits, etc (chemical/waste staging areas must be at least 50 feet away from drainage inlets).

SWPPP maps must be kept up to date (include: parking, control measures, wash out location, etc)

15.3 Project-Specific Threats

15.3.1 Severe Weather

a) All project stakeholders, including Trade Contractors and their tiers, are responsible for monitoring weather conditions for impending weather that may threaten the safety of personnel, equipment, and/or other property at the project location. Some options are Weather Bug, Lightning Pro, Dark Skies, etc.
   i. In remote locations where a weather monitoring system is over three miles away, project management may consider the installation of on-site weather monitoring. One option is Earth Networks.

b) In the event of severe weather, immediately:
   i. Notify project management personnel including Project Manager, Superintendent, and designated Safety Representative.
   ii. Evacuate workers and other project stakeholders on the jobsite

15.3.2 Thunderstorms, Lightning & Distance, High Wind Events

a) Time and safety permitting, the following steps should be taken to prepare the jobsite for severe weather:
   i. Secure all loose material (e.g., plywood, decking, foam board, tarpaulins, etc.) on the ground, in or on structures, that may become airborne.
   ii. Crane booms should be lowered, secured by cables, or permitted to weathervane (i.e., free-swing).
      1. When weathervane method is chosen, verify that swinging booms will not come in contact with other objects such as power lines, building structures, tower cranes, etc.
   iii. Free-standing or unsecured walls or form panels should be properly braced.

b) Lightning detected 20-15 miles:
   i. Project Management will begin planning for employees to cease outdoor activities, safely evacuate the field and take appropriate shelter.
   ii. Depending on the size, intensity, direction of travel and anticipated duration of the storm, additional planning will begin to allow for adequate time to safely evacuate the site and release employees from scheduled work activities for the remaining portion of the day.

c) Lightning detected 15-10 miles:
   i. Work areas will be secured in preparation for evacuation.
   ii. Only those tools and materials required for current activity should remain in use in the work area.
   iii. Cranes and aerial lifts shall be brought down and/or secured.
   iv. The operator may remain with the crane until such time as lightning is detected within 10 miles of project.

d) Lightning detected within 10 miles:
   i. Order will be given to “Clear the field”; exposed employees will cease all work activities and supervision will take immediate action to safely evacuate all personnel from open, unprotected areas on the site and seek approved shelter.

e) Once the danger has passed, the Project Manager, upon consulting with the HSE Manager, may issue the “All Clear” to allow employees and personnel to return to the field/work locations.

f) The “All Clear” can be directed based on the following criteria:
   i. There is at least a twenty (20) minute interval from the last reported strike within ten (10) miles of the site,
   ii. There is no second cell or thunderhead approaching within sixty (60) minutes, and

iii. The Project Manager has otherwise determined it is safe to return to work.

15.3.3 Fire

a) In the event a fire is detected on the jobsite, the following procedures will be implemented immediately:
   i. An evacuation will be initiated (unless the fire is very small and can be easily put out)
      1. Close all doors leading to the area
      2. If confronted by smoke, keep low to the ground and take short, shallow breaths
      3. Proceed calmly to the nearest exit and meet at the evacuation area
      4. Feel doors/handles for heat before opening. If a door is hot to the touch, do not open it. If the door is cool, open it slowly and stay behind it. If heat or pressure come through the door, slam it shut.
   ii. A supervisor or anyone with radio or other call-in capabilities will call the fire department and provide the following information:
      1. Nature of the Emergency
      2. Exact location of fire
      3. Severity of the fire
      4. Type of fire / what is burning
      5. Required assistance
      6. Closest gate for emergency vehicles.
   iii. Notify project management personnel including Project Manager, Superintendent and designated Safety Representative.
   iv. All other non-essential project communications (unrelated to the medical emergency) will cease until:
      1. The emergency situation has been resolved.
      2. The all-clear notice has been given.
   v. Appropriate personnel must be stationed at strategic locations along the access route to the location of the emergency, to direct emergency personnel and facilitate a minimum response time to reach the location of the fire.
      1. Designate the location of fire hydrants, building fire hose connections, stairway access, etc.
   vi. If the fire is small and can be quickly put out with an extinguisher:
      1. Locate a fire extinguisher
      2. Get a partner—don't attempt to do this alone
      3. Keep your back to an exit—have a way out
      4. Pull the extinguisher's pin, aim the nozzle at the base of the fire, squeeze the handle, and sweep back and forth at the base of the fire.
   vii. Follow Contractor Incident Procedures and report the following information:
      1. Nature of the event
      2. Location of fire
      3. Injuries or other complications

15.3.4 Bomb Threats

a) In the event of a bomb threat either by phone or discovery of a suspicious looking object, the following procedures will be implemented immediately:
   i. If an individual receives notice of threat by phone call or other means:
      1. Remain calm and obtain in[illegible] possible

Post conspicuously
Include in Grab n Go

A. Where is the bomb?
B. What time will it go off?
C. What does it look like?
D. What type of bomb is it?
E. Why was it placed on the site?

2. Write down everything you can remember of the telephone call:
   A. Sex and estimated age of caller
   B. Speech characteristics
   C. Emotional condition (excited, calm, intoxicated, etc)
   D. Any background noise?

ii. Immediately notify supervisor and police (911)
iii. Supervisor must immediately contact the Contractor Project Manager, Superintendent or designated safety representative
iv. Evacuate and keep area clear for authorities
v. Follow Contractor Incident Procedures and report the following information:
   1. Nature of the event
   2. Location of event
   3. Other information available
vi. If a suspicious looking object is found:
   1. DO NOT TOUCH THE OBJECT!
   2. Evacuate the area
   3. Immediately notify a supervisor
   4. Notify Contractor Project Manager, Superintendent or designated Safety Representative.
   5. Evacuate and keep area clear for authorities.
   6. Do not re-enter the area until told to do so by the Supervisor.
   7. Follow the required practices of Incident Reporting & Investigation. Report:
      A. Nature of the event
      B. Location of event
      C. Other information available

15.3.5 Earthquake

a) During and after an earthquake, it is important to remain calm.
b) If indoors, stay there. Get under a desk, table, or other sturdy object. If a sturdy object is not available, move toward an interior wall. Try to keep away from glass objects.
c) If outdoors:
   i. get into the open away from buildings, power lines, cranes, equipment, glass structures or trees.
   ii. Avoid power lines, trees, signs, buildings, vehicles and other hazards
   iii. Keep your hard hat on during the earthquake
   iv. If there is a structural collapse or the threat of collapse, the following shall apply:
   v. The area of the earthquake should be secured
   vi. People should be kept out of the area except for those rendering emergency aid
   vii. Area utilities should be turned off quickly as possible providing it is safe to do so
d) The Superintendent will decide if evacuation of work areas is necessary.
e) If an evacuation is necessary, evaluate the safety of the normal designated meeting areas.

Post conspicuously
Include in Grab n Go

f) If these must be changed, communicate this to the Trade Contractors' supervision at the time of initial notification if possible
g) If workers cannot hear radio communication, notification will be by word of mouth.
h) When the earthquake is over, move to the evacuation area.
i) On the way to the evacuation area, if you find an injured person report them immediately.
j) If you are hurt and are unable to move, remain calm and wait for help.
k) In the event of an isolated failure or other damage requiring immediate attention, the involved field personnel shall notify Contractor's Superintendent of the situation via two-way radio/phone communication.
l) If you feel unsafe moving from your pre-emergency location, DO NOT MOVE. All personnel and visitors will be accounted for via two-person inspection teams. Be prepared for aftershocks
m) Check for injuries.
n) Do Not use the telephone, except to report medical, fire, or violent crime emergencies.
o) Do not smoke, light fires, or use electrical equipment. Do not drink any water as it may be contaminated.

15.3.6 Power Failure

a) Everyone should stay on the job site during a power failure, unless instructed to evacuate by supervision.

15.3.7 Civil Defense

a) Upon notification of pending nuclear attack, all persons have permission to evacuate the building.
b) If there is no warning or time to evacuate, the best procedure to follow is to fall to the floor in a non-window area and seek the protection of a solid object.
c) Hopefully, a great deal of information will be available over emergency broadcasting radio stations.
d) These stations should be listened to and the instructions followed.

15.3.8 Pandemic Exposure Control Plan

a) The Contractor Crisis Committee will monitor pandemics, provide relevant direction, and advise when offices and projects must be shut down.
b) A separate exposure control plan will be created in the event of a pandemic.

15.3.9 Active Shooter Response Plan

a) Project-Specific/Relevant Controls: (The following are examples and not policy):
    a. Set up a lock box at building entry in conjunction with local first responders. Include proxy cards/keys, paper blue prints or floor plans, etc.
    b. Have a contingency plan post shooter. Our site/office will be under police control for up to one week. We will likely have left our computers behind. This will have a detrimental impact if we are not prepared. To prepare, have data saved on clouds and have access to back up computers, etc.
    c. Evacuating personnel- keep hands up and open. Put phone in pocket or leave behind. (Phones can resemble a fun and it makes it easier for responding officers to assess evacuees as they run by.

EMERGENCY

AMBULANCE: (XXX) XXX-XXXX

FIRE - RESCUE: (XXX) XXX-XXXX

HOSPITAL: (XXX) XXX-XXXX

PHYSICIAN: (866) 268-0884

ALTERNATE: (XXX) XXX-XXXX

POLICE: (XXX) XXX-XXXX

OSHA OFFICE: (XXX) XXX-XXXX Office Look Up

16.0 INCIDENT REPORTING & ANALYSIS

16.1 General

a) Every incident must be reported to the Contractor HSE Representative as soon as possible, but no later than the end of the shift.
b) An incident refers to an unplanned, undesired work-related event that hinders completion of a task and where injury, ill health (regardless of severity), fatality, property damage, or some combination of all these in varying degrees from minor to catastrophic occurred or could have occurred.
c) A near-miss is an incident where no injury, illness or other damage occurs.
d) In the event of an incident involving Contractor personnel, Trade Contractor personnel, vendors, visitors, or members of the public, Contractor management must be notified, the incident analyzed, and corrective action taken.
e) The scene of a serious incident should be left undisturbed until the Corporate/Group/Area Safety Manager has had the opportunity to inspect and analyze.

16.2 Incident Analysis

a) Analyses must be conducted in a manner that provides facts rather than faults.
b) The intent of analysis is to prevent recurrence of similar incidents.
c) For Level 2 Incidents or higher, a thorough causal analysis will be conducted by a trained and authorized causal analysis facilitator and shall include members of management, involved personnel, supervision, witnesses, subject matter experts, etc.
d) Upon completion of the analysis, a member of the project team will create a safety share.
e) Each Trade Contractor, visitor, or vendor can implement their own causal analysis process, but Contractor has the right and responsibility to review the results and determinations.

16.3 Reportable Injuries

a) OSHA must be notified:
   i. Within 8 hours of the occurrence for any work-related fatality
   ii. Within 24 hours after occurrence of a work-related injury which requires
      1. inpatient hospitalization
      2. amputation
      3. loss of an eye
b) Cal/OSHA must be notified within eight hours of:
   i. a work-related fatality
   ii. any employee:
      1. Requiring inpatient hospitalization for more than 24 hours of care other than medical observation
      2. Suffering a loss of a member of the body or a serious degree of permanent disfigurement.

16.4 First Aid

a) Only trained and certified personnel may administer first aid.
b) Each employer must have at least one full-time person on site to render first aid— a valid certificate in first-aid and CPR training is required and must be issued by the U.S. Bureau of Mines, the American Red Cross, or equivalent that can be verified by documentary evidence .

c) Trade Contractors and their tiers are solely responsible for training of certified persons and ensuring certification is maintained current throughout the duration of the project while they conduct operations on site. Trade Contractors must have an injury management program at least as complete and in depth as Contractor's and include a return-to-work program to accommodate medical restrictions.
d) Contractor shall ensure there is one responder trained in first aid, CPR, and AED use for every 50 project employees.
e) Contractor will maintain an Automated External Defibrillator (AED) on site—designated employees will be trained on use, care, and maintenance.
f) Each employer conducting operations must furnish and maintain on site sufficient first aid kit(s).
g) First aid kits must contain an infection control kit and Personal Protective Equipment for the prevention of exposure during first aid and CPR.
h) First aid kits must be properly inspected and stocked not less than weekly: This process must be documented per OSHA requirements and project records will be maintained on site for inspection.

16.5 Medical Treatment

a) Prompt medical attention must be provided in the event of a medical emergency.
b) The first responder(s) to the scene will assess the severity of the medical emergency and either:
    i. Immediately transport the employee to the nearest medical facility,
    ii. Call Emergency Services identified in the Emergency Response Plan, or
    iii. If unsure, call Emergency Services.
c) Non-essential project communications (unrelated to the medical emergency) will cease until the emergency has been resolved or an all clear notice has been given.
d) Injured workers are prohibited from driving themselves to the medical clinic or hospital emergency room for initial treatment.
    i. The immediate supervisor (or designated responsible party) will provide transportation and escort the injured worker to the medical clinic or hospital for all injuries not requiring emergency treatment.
    ii. Workers that are under continued treatment are permitted to drive themselves to follow-up visits.
e) Trade Contractors and their tiers, suppliers, and vendors are responsible for providing primary on site first-aid treatment, offsite medical care, and emergency medical treatment for their personnel and sub-tiers.
f) Contractor personnel trained in emergency care *may* provide such care, but will not provide standard first aid nor consult on medical or case management.
g) Contractor may provide materials, equipment, and space as needed to support the care provider.
h) Contractor may provide support, including non-binding, solicited advice, but cannot and will not direct the care and injury management of a non-Contractor employee.
i) For complete procedures on Injury Management and Blood Borne Pathogens, refer to the Sundt Safety Management and Illness Prevention System Manual.

16.6 Spills

a) The discharge of petroleum to groundwater, surface water or soil is prohibited by State and Federal laws. Immediate action must be taken to control, contain and recover discharged product.

b) The following steps should be taken if a discharge occurs:

i. Eliminate potential spark sources;
ii. If safe and trained, identify and shut down source of the discharge to stop the flow;
iii. Contain the discharge with absorbents, berms, dirt or other material;
iv. Contact the HS&E Department;
v. Notify appropriate internal personnel per Incident Communication Protocol; and
vi. Notify Legal Department, and State, Federal agencies as required;
vii. NOTE: Some spills must be reported to applicable regulatory agencies within 24 hours or less. Verify with local authorities. HS&E Department will report if necessary.

c) A level 1 -minor- spill is defined as one that poses no significant harm (or threat) to human health and safety or to the environment where:

i. The quantity of product discharged is small and not involving waterways or drainage areas;
ii. Discharged material is easily stopped and controlled at the time of the discharge;
iii. Discharge is localized near the source;
iv. Discharged material is not likely to reach water;
v. There is little risk to human health or safety; and
vi. There is no risk of fire or explosion.

d) A major discharge is defined as one that cannot be safely controlled or cleaned up by facility personnel or is of an amount that requires notification to AHJ where;

i. The discharge is large enough to spread beyond the immediate discharge area;
ii. The discharged material could enter water;
iii. The discharge requires special equipment or training to clean up;
iv. The discharged material poses a hazard to human health or safety; and
v. There is a danger of fire or explosion.

e) In the event of a major discharge, the following guidelines apply:

i. All workers must immediately evacuate the discharge site to facilitate the movement of emergency response vehicles and equipment to the area;
ii. Make notifications as required by Company policy and State/Federal regulations.
iii. Notifications are dependent on the type of discharge;
iv. The Project Manager (or their designee) must call for medical assistance if workers are injured;
v. Call spill response and cleanup contractors, as directed;
vi. Document all actions;
vii. Assist in organizing the cleanup efforts; and
viii. Complete the Spill/Release Report form.
ix. Contact HS&E Department Project Director and Operations Manager
x. Follow Contractor Crisis Management Plan and First Response steps

f) Spill/Release Clean-Up

i. Wastes resulting from a minor spill/release will be excavated and containerized in impervious bags, drums or buckets.

ii. Soiled rags, diapers, etc. should be placed in one container, and affected soil must be placed in another. The HS&E Professional will ensure that the waste is characterized and removed from the facility by a licensed waste hauler within appropriate timelines.
iii. Wastes resulting from a major discharge response might require larger containers such as roll-off boxes, and an emergency spill response contractor might be brought in to help with the cleanup effort.
iv. Spill/Release Notification
v. After a spill occurs, make notifications to Corporate HS&E.
vi. After consultation with Corporate HS&E, other notifications may be appropriate, including notification of the release to the National Response Center.

16.7 Project Specific Incident Info

Identify if an on-site medic will be contracted by Owner / Contractor

Identify any emergency response constraints due to remote location

17.0 INCIDENT OVERVIEW

Incident Levels

Level 1 Incidents
- Non-STCKY: injury, damage, near miss
- Job site first aid (incl On Site & Occucare)
- Damage, theft, or vandalism up to $5k
- Minor spills (released more than incidental use)

Level 2 Incidents
- STCKY Success (controls in place)
- STCKY Luck: injury, damage, or near miss
- Personnel transported to clinic
- OSHA recordable injury
- Damage, theft, or vandalism over $5k
- Major spills (when govt reporting req'd)

Level 3 Incidents
- STCKY Injury (life threatening/altering/ending)
- Personnel transported to hospital
- Lost-time injury
- OSHA reportable injury
- Member of public injured
- Business interruption caused by property damage
- Government Inspection (OSHA|MSHA|EPA)

Incident Response Steps

1. Secure the scene
2. Provide emergency aid
3. Summon emergency services
4. Notify project team accordingly
5. Notify Sundt management
6. Complete the Incident Report
7. Complete the Incident Review PowerPoint
8. Hold internal proj. review of incident w subs, workers, project team, etc
9. Hold formal Sundt Review Meeting
    a. schedule within 48 hours of the incident
    b. hold meeting within two weeks of incident
    c. send calendar invite to Review Mtg Attendees

Initial Incident Notification (phone calls)

Level 1 Incidents
- Immediately notify
    - Supervisor, Safety Manager, Superintendent, Project Manager, Other project teammates
    - District/Group HSE Mgr → Project Executive → Regional Director

Level 2 Incidents
- Next, District/Group HSE Manager and/or Regional Director to notify
    - Area/District Manager
    - Paul Levin

Level 3 Incidents
- Next, Area/District Manager and/or Paul Levin to notify
    - Group Manager
    - Mike Hoover
    - Ron Stuff

All Levels - Sundt employee injury
- ASAP, call Occucare: 866.268.0884

(XX) Levels/Types – Notify Client/Owner
- Client Contact Name & Number
- Client Environmental Contact Name & Number

Contractor reserves the right to limit client involvement in

Incident Review Meeting Attendees (via Teams)

Subject: Level X Incident – Incident Type – Group

Level 2:
- Project Team & Executive
- Regional Director
- District/Group Safety Manager
- Area/District Manager & Group Manager
- Paul Levin

Level 3 - Level 2 plus:
- Mike Hoover, CEO

18.0 EMERGENCY MEDICAL SERVICES

Jobsite Address & Directions for EMS	*Ambulance / Paramedics*
SITE ADDRESS, DIRECTIONS, EMS ESCORTING Appropriate personnel must be stationed at strategic locations along the access route to the location of the emergency to direct and facilitate a minimum response time.	PHONE NUMBER
First Aid & Bloodborne Pathogen Clean Up Kit	*Emergency Medical Rescue Basket(s)*
Located in project trailer	Located in project trailer Lift each (empty) basket on a weekly basis as follows: 1. Travel the basket to the farthest that the crane would have to reach to rescue a worker 2. Hold the load just above the ground for 2 minutes 3. Travel back to its original picking location and inspect the basket
First Aid Trained Contractor Personnel	*Automatic External Defibrillator (AED)*
Names here	Site Trailer
Adult Mental Health First Aid – Trained Personnel	
Names here	
Professional First Aid Provider	*Contractor Medical Director*
On Site Health & Safety- 866.998.2750 (AZ and CA) Amphibious Medics- 855.317.2889 AIM Mobile Clinic- 602.470.0021 (Phoenix) For remote projects, consider an on-site medic who is also trained in adult mental health first aid.	Occucare must be called for injured Contractor personnel: 866.268.0884 The Occucare physician will advise if professional first aid or medical treatment is needed.
Clinic	*Hospital (for emergencies and after clinic hours)*
Name Address City, State Zip Phone Number Directions: Map:	Name Address City, State Zip Phone Number Directions: Map:

19.0 CRISIS MANAGEMENT

a) The following steps are designed to help respond to a crisis in a way that protects the safety of the people at the site, manages risk to the company, and speeds recovery of our business processes…

i. Notify police/fire/medical/other (as appropriate).

ii. Control the scene, so that no one is injured inadvertently because of residual issues from the incident.

iii. If needed, evacuate following the site's evacuation plan.

iv. Provide for the needs of the injured, including assisting medical personnel. Do not release the names of injured persons. Notifications will be made by public safety officials and as needed by the Contractor Crisis Management Team.

v. If the crisis occurs at a client-controlled jobsite, notify the client before notifying Contractor's crisis team and follow the client's emergency guidelines.

vi. Notify the crisis team by dialing 480-293-3333 or email crisis@sundt.com. If the company emergency line is not in service, contact the team leaders directly in the following order. If all team leaders are unavailable, contact a senior manager in your profit or service center.

1. Paul Levin - Vice President, Corporate Director of HS&E - Cell Phone: (480) 993-8885
2. Stefanie Teller - Corporate Director of Marketing, Corporate Spokesperson - Cell Phone: (520) 991-4301
3. Dan J. Howard - Director of Info Technology – Information Systems - Cell Phone: 480.289.0473

vii. Cooperate with public safety officials. Do not disturb the scene if possible. Keep your comments to the facts. Do not speculate as to cause, damage, injuries, etc., as speculative comments can place the company at risk. If unsure, direct the official to one of the Contractor Crisis Team Leaders identified above.

viii. If news reporters and/or photographers arrive, they are not to be admitted to the scene. They must wait in a secure/designated area until a member of the Contractor Crisis Management Team reaches the scene or contacts them by phone. All inquiries from the press should be referred to one of the Contractor Crisis Team Leaders identified above.

ix. Do not share information or photos related to the crisis via email, text or social media.

x. Defer all other issues to the Contractor Crisis Management Team.

xi. Take statements from witnesses as soon as possible.

xii. Photograph/document the incident location.

xiii. If the incident has labor relations implications, contact the EEO office in Phoenix, 1-800-280-3000.

xiv. Specify site-specific Crisis info as applicable

Post conspicuously
Include in Grab n Go

20.0 DESIGNING FOR HS&E

Contractor has responsibility for design on this project. Therefore, we will provide design input regarding HSE during the preconstruction phase and will take measures early in the design process to eliminate, or if this is not reasonably practicable, minimize risk to safety, health, and environment throughout the life of the structure being designed. We will engage in this process as early as possible to ensure the most efficiency.

The initial planning for safety is a multi-phased process. The **first phase** is to have a clear understanding of the building type, function, and design objectives. We will gather our key players to brainstorm (i.e. architect, designer, client, end users/maintenance personnel, Contractor Project Management Team, applicable engineers, trade contractors). Additionally, we will source design reference documents and understand work activities associated with the construction and intended use of the structure as a workplace.

The **second phase** is to identify and eliminate risk by identifying hazards associated with unusual design elements during conceptual design/VDC (i.e., layout of the project, high-consequence hazards, interaction between project and workers, environmental conditions, etc.).

Next, we will develop design controls that eliminate or reduce the potential impact of hazards through proven risk management solutions and our Hazards & Controls Review (see section 21.2). Lastly, we will inform the client of any residual high risks in their design requirements, recommend design alternatives that will eliminate/reduce risks arising from the original design, and communicate!

Contractor may utilize the following checklists to “design in” controls to prevent STCKY:

DESIGNING FOR FALL PREVENTION CHECKLIST

Potential Fall Hazard	Controls
Roof Openings (Skylights, roof hatches, solar tubes, exhaust fans, etc.)	• Permanent guardrails around openings • Skylights to have guardrails, load bearing mesh, or qualified/toughened glass • Group roof openings together to create one larger opening rather than many smaller openings • Safety grab bar for hatch access • Locate roof access away from leading edges • Provide adequate space around roof hatch to allow personnel movement
Roof Edges (elevated levels/changes in elevations)	• Design minimum 42” height parapets or railings at all roof edges. • Include embedded anchor points: • located to enable the end user to perform regular maintenance tasks safely • Get a fall protection supplier/designer involved in the plan review as soon as possible. Anchorage point design may need to be drafted and stamped by the supplier of the equipment to provide proper liability sign off • Provide safe access directly to all roof levels or from level to level (protected ladder, ships ladder, stairs).

Windows	• Design windowsills to be 42” minimum above the floor level (i.e., act as guard rails during construction). • Provide clear routes on the ground around the entire structure for window washers to use aerial lifts in lieu of suspended scaffolds. • Include window washing equipment safety anchorage points in design, and engineered in structural drawings • Use a window washing consultant to evaluate safe window/building washing post construction maintenance • Allow the permanent window washing system (davits and tiebacks) to be used for construction activities (installing glazing, exterior skin installations, painting, final cleaning, etc.)
Balconies	• Include fall protection anchorage points for workers during the construction of balconies/elevated patios
Doorways	• Ensure doorways are wide enough to accommodate lifts and platforms for use during construction • Include walk-off mats or other means to dry shoes before/after entering a lobby surface consisting of stone, tile or other slippery surface
Mechanical/ HVAC Equipment Location	• Locate equipment on ground versus roof top • Locate rooftop mechanical/HVAC equipment, and roof antenna farms away from the structure's edge and skylights—locate within parapet walls/guard railed areas • Include slip-resistant walk pads to access serviceable equipment • Ensure safe transition between mechanical penthouses and roof surfaces with no steps greater than 18” • Install emergency generators with batters that are AGM types (not lead acid) to eliminate opening of battery covers for routine servicing (which exposes personnel to acid/eye hazards). Could eliminate need for plumbed emergency eyewash shower
Mechanical/ HVAC Equipment	• Design overhead equipment and their supports to hold the weight of a construction worker.
Lighting & Controls	• Install LED light fixtures with remote drivers at working/ground level • Install gauges and control valves in areas easily accessed without the need to climb a ladder or enter a vault
Stairs, Ladders, Ramps	• Allow permanent stairways to be built as soon as possible in the construction phase (for use by construction personnel) • Consider stairs rather than a ladder where end users frequently move material and equipment • Consider using prefabricated or ground-assembled stairways which can be erected as one assembly • Stairway materials should be selected with consideration of the anticipated construction work area and surrounding conditions to minimize deterioration of the stairways and fall potential • Interior stairs: include warning strips at top and bottom of each run in a contrasting color • Install SlipNot brand ladder rungs on fixed ladders leading/exposed to wet areas
Structural Steel Framing	• Provide holes in the webs of beams above piping for attachment of supports and lifelines. • Columns should be provided with holes at 21 and 42 inches above the floor level to provide support locations for lifelines and guardrails.
Outdoor Platforms/ Walkways	• Provide slip resistant floor materials. • In cold climates, consider ice melting cabling. • Specify non-slip walking surfaces on floors adjacent to open water or exposed to the weather. • Provide a non-slip walking surface on walkways and platforms exposed to the weather. • Locate exterior stairs and ramps on the sheltered side of the structure to protect them from rain, snow, and ice.
Concrete Slab-on-Grade	• Design and schedule slabs-on-grade, sidewalks, roadways, and other flatwork around elevated structures to be constructed as early as possible and available for use by construction personnel. • Concrete floor finishes and concrete stairway and ladder landings should be designed to prevent falls and obstructions.

General Arrangement/ Project Layout	• Group floor openings together to create one larger opening rather than many smaller openings. • Design floor plans with limited offsets of varying sizes, floor levels varying in size or shape, etc.
Miscellaneous	• Clearstory, stairwell or other high ceiling space windows, lights, smoke dampers, smoke/heat detectors, speakers, light fixtures, etc. safely accessible for maintenance by the end user

DESIGNING FOR ROAD WORK CHECKLIST

Potential Struck-By Hazard	Controls
Pedestrian Traffic - Confined, congested, or unstable areas for pedestrian movement and adjacent motor vehicle traffic can lead to struck-by hazards for workers.	• Use physical barriers to separate and protect workers from motorist traffic, construction vehicles, and heavy equipment • Provide separate entry and exit points for pedestrians and vehicles • Provide firm, level, well-drained pedestrian walkways that take a direct route • Provide signed and lighted crossing points where drivers and pedestrians can see each other clearly • Do not block walkways so that pedestrians have to step onto the vehicle route • Establish an Internal Traffic Control Plan (ITCP) to route construction traffic away from pedestrians • Determine safe movements for workers to/from and within each operation
Vehicle and heavy equipment traffic -Construction vehicle movement and activities can lead to struck-by hazards for workers.	• Make sure drivers entering public roads can clearly see both ways before proceeding • Ensure the ITCP is placed in the context of a temporary traffic control plan within the overall work zones • Design ITCPs to minimize backing • Install collision detection monitors and/or back-up cameras on equipment and vehicles • Install temporary traffic control devices to slow construction vehicle traffic
Motorist traffic- Highway and roadway motorist traffic can enter construction zones and strike construction workers.	• Provide physical barriers to protect workers in construction zones from passing motor vehicle traffic • Install temporary traffic control devices to slow passing motor vehicle traffic • Use truck-mounted attenuators to provide additional protection • Ensure adequate lighting is provided during night operations. Install in a manner that minimizes glare and potential blinding of oncoming motorists
Vehicles striking objects - Low overhead objects such as bridges and powerlines can lead to struck-by and other safety hazards for vehicles and workers.	• Provide physical protection and warning signs in all situations which have significant hazard potential if struck by vehicles • Mark overhead powerlines and raise powerline height if vehicles must pass beneath • Route traffic around any potential overhead obstructions
Grading and Roads - Grading and roads should be designed to prevent struck-by and obstructions.	• Use properly graded and stabilized temporary roads with adequate drainage to provide good access and mobility for all vehicle and equipment types • Provide flat and solid surfaces for dumping operations to prevent tip-overs
Powered industrial trucks (PITs) - Workers or pedestrians can be struck or crushed by a PIT, or hit by objects falling from a PIT.	• Provide worker/pedestrian circulation safety markings • Provide bollards/guardrails at potential pedestrian/PIT conflict areas • Keep trucking area to a minimum to reduce backing • Spotter must maintain clear line of sight with drivers

DESIGNING FOR STRUCTURES/BUILDINGS CHECKLIST

Potential Struck-By Hazard	Controls
Pipes/beams or overhead objects - Unmarked low beams or pipes at site	• Route piping or overhead object to avoid “head knockers” (6’-6” min. above grade) • Visibly mark beams/pipes or overhead objects

can create struck-by hazards for workers.	
Piping and ductwork (erection) - Large pipe or ductwork sections, which lack adequate connection points for lifting and lack restraint from rolling can lead to struck-by hazards for workers.	• Design large pipe or ductwork sections to be oval or have one flatten portion to prevent rolling
Vehicles striking objects - Temporary structures, liquefied petroleum gas (LPG) storage areas, areas of limited headroom, electric cables, pipelines, etc. can lead to struck-by and other safety hazards for workers.	• Provide physical protection and warning signs in all situations which have significant danger potential if struck by vehicles • Provide safety barriers to protect LPG storage areas as well as goalposts, bunting and barriers where there is a risk of overhead services and other hazards being struck by vehicles • Mark hard-to-see objects and structures with reflective hazard markings
Vehicle and heavy equipment traffic - Pedestrians are at risk of being struck by heavy equipment, construction vehicles and their loads.	• Establish primary pedestrian routes that provide safe access to work areas away from main vehicle routes • Provide physical protection where pedestrians are at risk of being struck by vehicles or their loads • Establish pedestrian crossing points and pedestrian control measures where necessary • Establish an Internal Traffic Control Plan (ITCP) to route construction traffic away from pedestrians • Design ITCPs to minimize backing • Install pedestrian detection monitors and/or back-up cameras on equipment and vehicles to avoid collisions with workers on foot • Install temporary traffic control devices to slow vehicle traffic
Powered industrial trucks (PIT) - Pedestrians or workers can be struck or crushed by PITs (forklifts), or hit by objects falling from a forklift.	• Provide pedestrian safety zones around PIT operation areas • Provide bollards/guardrails at potential pedestrian/forklift conflict areas
Precast and Prefabrication Elements - Large and heavy precast structures pose struck-by hazards or a wide lifting radius.	• Use U-shaped precast beams with cast-in-situ infill concrete to reduce the crane load • Use precast shell columns with cast-in-situ infill concrete to reduce the crane load • Ensure proper crane loading and movement radius for the structure being lifted
Concrete Masonry Units (Concrete Blocks) - Crowded and confined areas below elevated masonry work increase the risk of workers being struck-by falling bricks.	• Allow for a large, unobstructed, open area (limited access zone) below elevated masonry work to minimize the risk of workers being struck by falling objects • Use toe boards, panels or safety debris nets on scaffolding to prevent dropped objects
Hoists - Struck-by the platform or other moving parts of the hoist.	• Enclose the hoistway at places where the worker might be struck (e.g., working platforms or window openings) • Provide gates at all landings and at ground level • Place hoist controls at a location that will prevent being struck by a falling load, or a broken cable or chain in the case of a mechanical failure • Ensure the hoist is rated for all possible loads to be used, and below-the-hook components are included to prevent the use of non-conforming components • Place hoists in areas that will minimize nearby foot traffic, or install guardrails to prevent anyone from walking beneath an elevated load • Install misalignment detection to prevent lifting a load that is not centered below the hoist which could result in uncontrolled swinging of the load

Building exterior - Loose materials and equipment can lead to stuck by and other safety hazards for workers.	• Provide impact resistant windows, doors and shields in other openings at occupied spaces in high wind areas • Avoid loose or unanchored materials or equipment, especially in high wind areas • Provide bins for materials or debris that are located away from high wind areas and/or use debris nets
General (overhead) - Overhead construction can lead to a struck by or safety hazards for the construction workers.	• Design components to prefabricate at grade and erect as complete assemblies: ○ Cable trays, spool cable, pipe and supports, conduit • Require use of tool tethers for use at elevation • Keep stacked materials bundled and secured until ready for use
Exits and doorways -Blind exit passageways, vehicular exit ways, or blind door swings can lead to struck-by or safety hazards for workers.	• Provide mirrors, warning bells or other warning devices • Install bollards or physical barriers to protect workers on foot exiting blind passageways • Use one-way pathway designs where swinging doors are installed

DESIGNING FOR OTHER HAZARDS CHECKLIST

Hazard / Controls
• Install high voltage Vista Switchgear to eliminate arc flash hazards for maintainers (eliminates live fronts by isolating components—no exposed, energized parts protects workers during routine maintenance. • Prefabricated power centers designed to remove trade hours from onsite work activities and into a safer controlled offsite environment • Prefabricated plenums designed to be installed with minimal crew in less than a week, reducing onsite labor needed by 50% • Integral colored precast designed to omit the need for painters on lifts and coordinating access in and around the building • Stormwater management on surface whenever possible to avoid deep trenches and unforeseen conditions • Ring road designed to accommodate early sequencing and large truck radius for safe material handling and delivery • Precast roof to allow for fastest dry-in and designed so that no work ever takes place under potentially unsafe roofing activities • Embedded unistrut in precast double tees to hang structural ceiling from in data hall designed to avoid pneumatically shooting into structure • Pre-formed penetrations in precast to avoid field cutting • Prefabricated duct banks (for example rededuct) • Use duct bank templates that hold conduit in place to save on manual labor and time spent in trenches • On duct banks, use fiberglass 90's to save on weight and number of workers needed for installation

21.0 PROJECT-SPECIFIC PLANNING, HAZARDS, & CONTROLS

21.1 Planning

The following **tools** will be used to safely plan work activities:

- Sundt Safety Management & Illness Prevention Systems Manual
- Readiness Reviews/Preparatory Meetings
- Work Packages
- Job Hazard Analysis (JHA)
- Task Hazard Analysis (THA)

21.2 Training

The following tools, materials, resources, and more may be used to train on-the-job:

- Instructor Led Training Calendar
- YouTube - Sundt Construction Safety Videos
- SMS Community
- Toolbox topics in project safety folder > 03_SundtDocs > 08_Daily-Weekly Toolbox
- Resources on SMS

21.2 Hazards & Controls

The following exposures may be encountered on this project and will be mitigated as described (in addition to controls specified in the various plans listed above).

Hazard/Exposure/Task	*Project-Specific Controls (above and beyond Systems Manual)*	*Responsible Contractors & Competent Persons*
Access to Structure(s) (see Ladders and Stairways in Systems Manual)	•Stair towers •Access Ladders (hoist ropes) •AZ: Two means of egress for 25 or more people on a floor •CA: Two stairways for buildings with 3+ stories •Temp infills for metal stairs •Temporary handrails	Contractor & CPT Person

Access to Work Areas	• Identify if there are any key scopes of work that need to be specifically sequenced to mitigate exposure to personnel (i.e., the installation of building materials overhead in the *space name* before the ground surface is taken up with *framing/conflicts*). • For emergency access technicians/trained crews, contact Tactical Safety Solutions 316-265-0044, info@tacticalsafetysolutions.com)	Contractor & CPT Person
Aerial Work Platforms	• Personal fall restraint required in boom lifts • *Aerial and scissor lifts shall have a designed tie-off point installed by the manufacturer (Industrial)* • Restricted areas or spotters below/around work platforms • Proper racks for material • Lift operators must never travel with the basket raised or exit the equipment basket without 100% fall protection in place • New ANSI standards • Occupant crush protection required for boom lifts	Contractor & CPT Person
Air Quality, Dust, & SWPPP	State and County regulations that apply to this jobsite are: **ARIZONA** SWPPP: ○ ADEQ – Regulates state land ○ EPA – Regulates federal land ○ NOI & SWPPP: *Contractor is responsible* Air Quality: ○ Contractor is responsible for NOI & SWPPP Plan ➢ Dust Permits: ○ Stricter regulations: PM 10 & 2.5 ○ Maricopa County ○ Pinal County ○ Pima County – fugitive dust permit when: ○ Earthmoving or Land Clearing over 1 acre ○ Trenching over 300 feet for utility installation or repair ○ Road construction over 50 feet ○ Blasting ○ All other counties: no stricter regulation ○ *Contractor is responsible for Dust Permit* ➢ Required Training *(Maricopa & Pinal Counties)*: ○ Dust: ADEQ: Basic Water TK Operator & Dust Control Supervisor ○ SWPPP: ADOT Projects - AGC ECC Training ▪ All other owners: No training required but must be qualified person	

- Commercial Contractor: SWPPP training recommended/ Sundt Required

UTAH

SWPPP:

- UDEQ – Regulates state land
- EPA – Regulates federal land

Air Quality: Stricter Regulations

- UDEQ PM 10 & 2.5
- Utah County
- Weber County
- Davis County
- Salt Lake County
- Toole County
- Box Elder County
- Cashe County
- Ogden City

Required Training:

- Document that person is knowledgeable/qualified

TEXAS

- TEQ – Regulates state land
- EPA – Regulates federal land
- Signatory requirements for all
- NOI – *Contractor is responsible*
- SWPPP – *Contractor is responsible, stricter regulations*: submit copy of NOI to regional offices
  - Bexar
  - Medina
  - Comal
  - Uvalde
  - Kinney
  - Williamson
  - Travis
  - Hays

Air Quality: submit copy of NOI to regional offices

- San Antonio
- Austin

Required Training:

	○ Online ○ Other training classes available **CALIFORNIA** SWPPP: ○ NOI – *Owner is responsible* ○ SWPPP – *Owner is responsible* Required Training: ○ QSP AIR QUALITY ○ CA Air Resources Board ○ Air Pollution Control Districts Dust Prevention Training requirements for this jobsite include: • Basic Water Truck Operator • Comprehensive Dust Control Coordinator • Others – List: • **Trained Individuals** (Name & Training): Submit proper Fugitive Dust permits/plans to applicable State/County *before* starting dust-generating activities such as hauling, clearing & grubbing, storage piles, loading/unloading, excavation, etc. Dust plans, permits, and all records must be kept on the jobsite and made available to Inspectors. Review Dust Control Plan with team members. Include dust requirements in site orientation and safety meetings. Trade Contractor Responsibilities for SWPPP in AZ: Trade contractors shall conduct their work in a manner that is in compliance with Maricopa County Air Quality Department's rules. Trade contractors are liable for any penalties issued by the department that may be the result of their respective activity.	
Blasting Operations, Unexploded Ordinances, Explosives	• Identify controls if personnel will be exposed to blasting, UXO, or explosives	Contractor & CPT Person
Cold Stress	• Identify controls if personnel will be exposed to cold conditions	Contractor & CPT Person
Confined Space (full program in Systems Manual)	• Identify confined spaces on site (i.e., water trucks, vaults, etc) • Confined spaces under the control of Contractor shall be clearly marked with signage indicating "Confined Space: Contact Contractor HSE Department for Entry".	Contractor & CPT Person

	• Site-specific content	
Control of Hazardous Energy, Lock Out –Tag Out, Line Breaks (full program in Systems Manual)	• No work on energized systems without approval from NAME HERE (Contractor Area HSE Manager) • Specify types of pressure testing to occur • The Project shall consult the Contractor Group/Area HSE Manager before conducting work on any energized lines, components, piping systems, etc. • Site-specific content	Contractor & CPT Person
Construction Passenger Hoists	• Hoist will be operational TBD (CA = 36' or sooner) • Hoists must comply with ANSI and manufacturer requirements • Hoist operators must be qualified and have received documented training on the hoist • Hoists must be inspected per manufacturer spec • Platforms and landings must be equipped with overhead protection	Contractor & CPT Person

Cranes and Lifting (see Crane Systems Manual)	• *Insert name and contact information* of the Qualified Crane Manager for this Project.
	• Contractor Safety Representative to review pick plans and supporting docs (annual, quadrennial, deficiencies-- corrected and documented as such, documented daily and monthly inspections)
	• Verify access roads and staging locations can support and fit intended loads (cranes + loads, trucks, counterweight, assist cranes, etc).
	• Verify clearance from overhead utilities (10' minimum for power lines)
	• Specify crane activity expected
	• Federal Aviation Authority (FAA) compliance addressed (permit, flag, etc)
	  • FAA must be notified of any crane taller than 200'.
	  • Projects within close proximity may need to notify FAA for cranes shorter than 200'.
	• The Project shall utilize a color-code system to identify inspected equipment.
	• Tower Cranes:
	  ○ Anti-Collision and Zone Control features considered for tower cranes
	  ○ First Aid kit to be available at top of tower crane
	  ○ Deadman to be available at crane base for fire dept rescue purposes
	  ○ Hoarding/protection to be installed to prevent unauthorized access.
	  ▪ Inverted plywood and razor wire will be used:
		Contractor & CPT Person

		
Demolition (see program in Systems Manual)	• Scope of demolition expected • Specify how affected trades will be coordinated • Specify any major utility/disturbance conflicts • Specify dust control to be used • Specify adjacent structures to be protected, braced, monitored, etc. • Specify barricades to control demo area	Contractor & CPT Person
Dropped/Falling Objects (see program in Systems Manual)	• Specify leading edge work/ activities at heights that may cause drop hazards • Specify drop hazard controls to be employed (edge protection systems, toeboards, covered walkways, canopies, shipping containers for structure access, etc.)	Contractor & CPT Person
Electrical (full program in Systems Manual)	• Specify when "house power" will be used on site for the purpose of ensuring GFCI usage. • Describe how electrical cords will be managed (i.e., electrical cords will be suspended overhead) Identify overhead power lines affecting the project. Describe controls for mitigation (i.e., Barricades/signage/protection: Where overhead utilities cross site roads, install warning systems to alert operators of the overhead utilities.) • Specify minimum clearance for overhead power (i.e., Maintain 20' minimum clearance from energized power lines. Contact Crane Committee for distances closer than 20'). • Specify activities that may involve energized electrical work and therefore require a permit. • Specify how the project will implement an assured grounding program (i.e., Inspection for electrical tools and components shall be monthly by a designated competent person. The Project shall utilize a color-coded system to identify inspected equipment.) • Specify protection for temporary power (i.e., When running temporary power, the Project shall communicate the location of buried cable by marking it on the appropriate drawings AND placing a physical indicator at the location, such as running indicator tape at least 12" above the laid cable. OR…. In-ground temporary power must be located at least two feet in depth with one foot of dirt cover and additional six inches of concrete coverage. The concrete will extend one foot past the conduit/cable edge on both sides. Red concrete dye shall be shaken out onto the concrete the entire length of the service.)	Contractor & CPT Person

Ergonomics	• Loading zones will be established at TBD locations
	• This project has a 50 pound maximum lifting requirement for manual lifting.
	  ○ Personnel must have a reasonable understanding of the weight of the object about to be lifted.
	  ○ Unless the load is clearly light enough to be handled safely, assistance through mechanical means or other personnel should be considered.
	  ○ Personnel should assess their path of travel to ensure there are no obstructions or walking/ tripping hazards, as well as a secure location to set the load.
	  ○ Inspect the load that will be handled to identify and mitigate any hazards.
	  ○ When handling loads of any weight or size, personnel should practice proper lifting techniques:
	  ▪ Position the load as close to the body as safely possible during lift and handling.
	  ▪ Stand as close to the load as safely possible and squat down to grip the load, bending the knees and maintaining the naturally erect S-shape of the back; Use this same technique to set the load.
	  ▪ Ensure that the grip is secure and adequate to safely handle the load.
	  ▪ Use the strength of the legs to lift the load.
	  ▪ Do not extend the load out from the body.
	  ▪ If it is necessary to turn to move or place the load, keep the load in front of the body, turning the feet to change the position of the load.
	  ▪ Avoid awkward or tight positions that limit body movement optionsn.
	  ▪ When lifting/handling a load with a partner, clearly communicate the process prior to picking up the load, during travel and while setting the load.
		Contractor & CPT Person

Fall Protection (see program in Systems Manual)	• Describe how work at heights will be mitigated/ engineered out. • Identify need for guardrail systems or barricades (temporary during construction and/or permanent for end user) • Specify plans for pre-placed anchor points at high-exposure locations – (i.e., pour-in straps) • Specify if project will use a color-coded system to identify inspected equipment. • Describe if Contractor personnel will need to be provided with fall protection equipment and training. • Describe any scopes of work that may use horizontal lifelines • Specify any areas where vertical lifelines will be erected (i.e., roof access, etc)	Contractor & CPT Person
Fire Protection (see Fire Hazards & Prevention in Systems Manual. Also see Welding, Cutting, and Hot Work in this table)	• Specify how extinguishers will be procured, staged, and inspected for the project. • Specify storage areas for flammable material (i.e., Flammable material shall be stored in properly grounded and vented yellow flammable material storage cabinets. These cabinets will be inspected during weekly safety walks.) • Specify any major fire exposures and controls to be expected • Identify is there will be a designated smoking are for the project.	Contractor & CPT Person

	• Identify if a site visit by Fire Department is warranted for sake of planning and partnering • Identify how FDC Connection(s) will be clearly designated and accessible	
Fire Sprinklers	• Identify whether "energized" fire sprinklers will be present on the project and what our controls/response to damage will be • Specify the contents and location(s) of emergency water leak kit	Contractor & CPT Person
GHS HazCom (see HazCom program in Systems Manual)	• Specify the SDS system to be used on this project for hazardous chemicals (i.e., a hard copy of the SDS for each trade to be kept in the job trailer)	Contractor & CPT Person
Hand and Power Tools	• Identify any project-specific requirements for alternative safe cutting devices (i.e., should be used when practicable rather than open-blade knives, fixed-blade knives and open-blade-cutting instruments. The use of blades must be addressed in THAs.) OR (i.e., The use of a utility knife, box-cutter, or razor knife requires the use of cut-resistant gloves and must be approved by the respective supervisor and superintendent.) OR (i.e., Utility knives shall be self-retracting only.)	Contractor & CPT Person
Hazardous or Toxic Agents / Environments, Infection Control	• Identify tasks and protection for mitigating exposure to blood borne pathogens, infectious agents, and/or endemic illnesses. • Specify any plans for conducting Infection Control Risk Assessments (typically provided by owner in a healthcare setting)	Contractor & CPT Person

Heat Illness Prevention (see full HIPP in Systems Manual)	• Identify how pure, suitably cool water will be provided for Contractor personnel and how water will be replenished (i.e., Contractor's water is in the project trailer and will be replenished by a third-party supplier.)
	• Describe how shade will be provided for workers when temp exceeds 80F
	• Identify who will conduct weather monitoring
	• Identify the location of the Heat Illness kit
	• Describe if any electrolyte pops/drinks/supplements will be made available
	• Describe how cooling areas/rooms/trailers will be provided
	  ○ Kool-Breez Evaporative Cooling Trailers mobi-safety.com/kool-breez.html
	  ○ Axis Portable Air
	  ○ Other rental companys (i.e., United, Herc, etc.) have cooling trailers for rent.
		Contractor & CPT Person

Helicopter Lifts	• Identify controls if helicopters will be used	Contractor & CPT Person
Hazardous Material Abatement (Lead, Asbestos) (see Asbestos & Lead in Systems Manual)	• The Phase 1 Environmental Survey concluded TBD: Identify abatement to occur • It is recommended that abatement be contracted directly by the project owner: Contact Legal Department for any issues regarding liabilities. • (Document how waste will be handled) • (Document if project is a Leed job) • Where will NON haz waste be taken?	Contractor & CPT Person

	• Hazardous or unknown waste will be sent to Warehouse for proper disposal. Under no circumstances will hazardous waste be disposed of in general trash. If not sure of category of waste, contact the HS&E Group Manager. • All hazardous materials remaining after job is complete will be sent to Warehouse for proper disposal. • Subcontractors shall properly remove all unused hazardous chemicals from jobsite and correctly dispose of those chemicals.	

Holes / Floor Openings	• Identify any substantial holes to be expected on the project. Describe mitigation.
	• Industrial: If feasible, covers shall be marked "OPEN HOLE – DO NOT STAND OR STORE MATERIAL ON COVER" in highly visible and legible lettering in both English and Spanish. If it is not feasible to mark with the prescribed wording, then an alternative means of conveying the information shall be established, implemented, and communicated to the Project employees.
	• CA Projects: Hole covers shall bear a pressure sensitized, painted, or stencilled sign with legible letters not less than one inch high, stating: "Opening -Do Not Remove." Markings of chalk or keel shall not be used.
	• Non-CA Projects: Hole covers must be marked with:
	  ○ The words "HOLE" or "COVER", or
	  ○ A high-visibility color-coded system.
		Contractor & CPT Person

Labor	• Determine if a site laborer will be employed for the project • Determine how the labor will be contracted/employed and supervised • CA Projects: Labor to be subcontracted unless job has self-performed elements	Contractor & CPT Person
Ladders (see Ladders and Stairways in Systems Manual)	• Describe if project will follow a "Ladders Last" program when practicable to mitigate fall exposures. Safer alternatives to be considered are aerial baskets, Perry/baker style scaffolds, scissor lifts, one-person pods, compact lifts, etc. • Describe areas where extension ladders will be used for access to another elevation. Describe mitigation (i.e., ladders will be secured/tied off to prevent movement and will have rope hoists available, if needed for tools/equipment. A corral, barrier, or gate must be installed if fall exposure exists.) • Identify any areas and controls for where ladders greater than 24' will be used (i.e., require the use of retractable lifelines while ascending and descending.) • Explain site-specific requirements for ladder inspections (i.e., Ladders shall be inspected prior to use by the user and monthly by the designated competent person. This monthly inspection will be indicated by form / color code / tag / sticker.) • TX: Any step ladder used on site must be "lean safe"	Contractor & CPT Person
Lone Work	• The check-in system for personnel who are working alone will consist of: ○ (Using the StaySafe Lone Worker app)	Contractor & CPT Person

	○ (Phone calls/texts at specified intervals)	
Lighting	• Describe how Contractor/electrical contractor will ensure access / egress / general lighting • Detail any special considerations for lighting such as worker illumination on roadways at night time (i.e., workers will wear the Halo SL hard hat light which provides 360-degree visibility, allows wearer to be seen from over 1/4 mile away, and has a 50ft spot beam with powerful flood task lights.).	Contractor & CPT Person
Marine Operations	• Identify controls if personnel will be exposed to marine operations	Contractor & CPT Person
Masonry	• Describe masonry walls/structures that will require bracing	Contractor & CPT Person
Material Handling & Rigging	• Describe plans for laydown and storage areas.	Contractor & CPT Person

Post-Tensioned Cables	• Identify if structural concrete slabs/decks will have post-tensioned cables (PTC).
	• Identify control measures for preventing damage to PTCs:
	  • Penetration permit system / process (provide details)
	  • Stencil to mark decks to indicate presence of PTCs (example)
	  • Training of workers (provide details of how req's will be communicated to workers)	

Radiation	• Identify if any cell phone transmitters are present on structure – Identify control measures if so (i.e., control the energy by turning them off or monitoring to ensure exposures under 10 miliwatt.). • Identify trades expected to use lasers- Identify how laser operator documentation will be made available. • Identify any laser use over 5 milliwatts (which would require special eye protection)	
Relentless Housekeeping & Sanitation	• Specify how project will achieve Relentless Housekeeping in addition to req's in Systems Manual—i.e.,: • Composite Cleanup Crew - In addition to providing daily cleanup of their own work, Trade Contractor shall provide labor and the cost thereof for general cleanup for a composite cleanup effort once per week, supervised by Contractor. Include costs at the rate of one-half (1/2) man-hour of composite clean-up labor per week for every 40 man-hours of Trade Contractor work performed onsite per week including, but not limited to, foreman, journeyman, apprentice, etc. This will be verified through daily reports and / or certified payroll reports, if applicable. Contractor may, at its sole discretion, elect to deduct these amounts for composite clean-up from the Contract Amount and perform this clean-up on Trade Contractor's behalf.) • Cleanup Crew Tools - Each Trade Contractor will manage the composite clean-up crew at Contractor's direction. The Trade Contractors will provide brooms, clean sweep, leaf rakes, steel rakes, shovels, vacuums as needed for the composite cleanup crew.	Contractor & CPT Person

Respiratory Protection	• Identify any non-typical tasks and controls that may require respiratory protection (i.e., sandblasting, etc.)	Contractor & CPT Person
Scaffolding	• Identify any needed project permits for scaffold erection • Describe how ground surfaces will be prepared-- level, stable • Identify trades that will require hold-harmless agreements for "sharing" scaffolding (unless project is SLIP) • Identify any controls to prevent dropped objects from scaffold (i.e., Shrink wrap, netting, covering) • Identify if/where toeboards are required • Identify if/where canopies/protective coverings are needed for personnel entering structure through scaffolding. Identify how blindspots will be prevented for personnel exiting covered walkways. • Describe how coverings will be maintained and inspected (i.e., plywood secured, netting fastened, etc) • Identify any special consideration for scaffold design/layout: ○ Load to be imposed ○ Extend scaffold above/to roof level ○ Prevent falls through windows, louvres, openings, columns, etc ○ Adequate spacing between face of structure and scaffold ○ Dedicated bays for material loading ○ Access for intermediate heights between platforms ○ Securing of planks at turns/corners ○ Pulleys for hoisting loads • CA Building Group: Cross braces are not permitted to act as guardrails (top or mid). Scaffold access above the first level shall be via stair tower or internal drop-down ladder. Exterior ladders may only be used when accessing the first level • Industrial: Any climb of a scaffold ladder that presents a fall of 24' or greater shall require the use of a self-retracting lifeline. • Industrial: The following scaffold tags shall be utilized: ○ Green Tag – complete scaffold with all handrails, midrail and toeboard in place, all falling object protection in place, adequate means of access (scaffold gate or ladder extends 3' above handrail), no tripping hazards, all components secure, etc. ▪ Harness must be worn, but tie-off is not required. An exception to harness requirement is granted for stair towers. For other exception requests, contact the Group/Area HSE Manager. ○ Yellow Tag – Scaffold is as complete as possible and provides and adequate working surface, except that there are hazards present. The hazard and any additional requirements along with the scaffold capacity must be identified on tag. ▪ Harness shall be worn and lanyard utilized upon entry onto scaffold.	Contractor & CPT Person

	○ Red Tag (or missing tag) – Incomplete scaffold not ready for use. Using a red or missing tag scaffold shall result in disciplinary action. ○ Green and yellow tagged scaffold tags will be marked with the maximum rated capacity of the scaffold.	
Security / Site Surveillance	• Site entry will be restricted to the public by IDENTIFY HOW ACCESS WILL BE CONTROLLED. • Access to the work area for approved and authorized employees will be controlled by IDENTIFY HOW WE CONTROL WORK AREA ACCESS. • Identify whether security measures will be needed to protect Contractor property and job site • Consider not installing fence screening for transparency (not letting thieves hide) • Install a remote monitoring and response system • Install cameras / Hire security company for on-site presence/ off-site monitoring: Recommendation- Elite 702-882-2499 Jon Kromroy jkromroy@eliteisi.com • Camera monitoring system - Evercam	Contractor & CPT Person
Silica	• Identify major activities/contractors that will require a written exposure control plan	Contractor & CPT Person
Spills	• Determine if project is governed by 40 CFR Part 112 that requires the preparation and implementation of a Spill Prevention Control and Countermeasure (SPCC) Plan to prevent petroleum spills from aboveground and underground storage tanks. • A Spill Prevention Control and Countermeasures (SPCC) Plan for petroleum product storage must be prepared, submitted to Federal and State authorities, approved by those authorities and maintained through procedures in compliance with SPCC regulations and the Plan. This must be completed prior to storage of quantities exceeding 1,320 gallons.	
Steel Erection	• Identify who will provide steel erector with a written notice to proceed when concrete has reached required strength • Specify perimeter fall protection that will be installed by the erector. • Identify whom at Contractor the erector will provide the signed deck release form. • Steel erection precon meeting to include Contractor Area HSE Manager, NAME.	Contractor & CPT Person
Structural Concrete & Elements (see also Vertical Structural Elements in Systems Manual)	• Identify expected structural vertical elements over 10 feet in height, or lesser height if required by an applicable regulation or by contract documents, that shall be engineered and stamped by a professional engineer registered in the state where the project is located at Trade Contractor's expense. • Describe how post shores that could fall to lower levels will be tethered/secured • Specify how deck status will be communicated (i.e., Stair towers with signage indicating deck "open" or "closed") • Describe who will participate in the pre-pour checklists and inspections	Contractor & CPT Person

Traffic Control (see Traffic Flagging in Systems Manual)	• Identify any scopes of work that will require traffic control and/or permits. • Identify local regulations/jurisdictions that may apply to flagging and traffic control. • Describe how work in public areas will be barricaded • Describe how physical separation of traffic will be achieved (i.e., hard barricades such as k-rails, etc.)	Contractor & CPT Person
Tree Maintenance and Removal	• Identify if/how trees will be maintained and/or removed • Identify how utility conflicts will be prevented during tree removal/installation	Contractor & CPT Person
Trenching / Excavation / Tunneling (see Excavation & Trenching in Systems Manual)	• Identify any major excavations that will be open for an extended period. Explain barricading and other major protective methods. • Protection against cave ins required at **five** feet or deeper (sloping, benching, shoring, box) • Identify any excavations that will be 6' or deeper, thus requiring fall protection along edges. • Identify any excavations 20 feet deep or greater, thus requiring a designed protective system • Consider prefabricating duct banks (i.e., rededuct)	Contractor & CPT Person
Utility Strike Prevention & Ground Disturbance (see Utility Strike Prevention in Systems Manual)	• Identify who will issue Disturbance Permits for scopes of work where utilities may be present. • Identify any major utility conflicts such as high-pressure gas lines, high-voltage/fiber optic duct banks, etc. • Identify and describe struck-by protection for fire hydrants, temp power stations, fire risers, back-flow preventers, etc are located where they could be hit by construction equipment (i.e., hard barricades, signage, k-rails, flagging, etc.) • The minimum clearance from utilities is 3**'** (update if stricter due to client, jurisdictional, or other governing bodies.) When within 3', hand digging or vacuum methods are required. The use of mechanized equipment within this zone is prohibited. • Identify crossings where mobile equipment (i.e., cranes, MEWP's, extending boom forklifts, etc.), will travel below overhead utility lines. Describe protective system to be used (i.e., a designated and trained spotter must escort the equipment, a warning flag system must be erected on either side of the line, etc.) • For this project, we will use the following methods for marking and protecting utilities (TBD)	Contractor & CPT Person
Valley Fever (Coccidioidomycosis)- see full program in Systems Manual– CA regulatory requirement	This project is in an area where Valley Fever is endemic TBD. Therefore, a Valley Fever Exposure Control Plan is in place. Training is conducted during safety orientation and we have partnered with a health care provider knowledgeable about the diagnosis and treatment of Valley Fever – Identify. LINK to Valley Fever Exposure Control Plan.	Contractor & CPT Person
Vehicles and Equipment (see Operation of Equipment in Systems Manual. Also, see	• Identify how Equipment Operator Certification Forms and daily inspection documentation will be acquired. • Describe how workers and heavy equipment will be separated on site. • A traffic control / delivery plan is established and located TBD	Contractor & CPT Person

Contractor Driver Policy on SMS).	• Describe when and where flaggers must be stationed (i.e., at job site entrances when deliveries or trucks are crossing a public right of way/sidewalk, etc.) • Describe how routes in and out of site will be established including signage • Describe how zones for loading or unloading trailers will be protected (i.e., an exclusion zone of at least 15' shall be established around the trailer while the load is being hoisted or moved. This zone shall be monitored and maintained using dedicated spotters or barricade. The spotters may not be stationed within the exclusionary zone while load is in motion. Refer to this document for insight.) • Describe any specific areas on site where spotters may be required (i.e., Operating in a location that allows less than 6' of clearance; Near power lines; etc.) • Identify if equipment refueling will occur on site. (i.e., refueling shall be performed by TBD; equipment will drive to on site gas pump, fuel truck with required signage, etc.). • Specify the speed limit on site and inside work areas (i.e., shall not exceed 5 miles per hour.) • Identify location of spill kit	
Walking and Working Surfaces (see Ladders & Stairways, and Fall Protection in Systems Manual)	• Stair towers will be established at TBD locations • Describe when permanent stairs will be set and used for access. Describe how stairs will be temporarily railed and how pans will be filled. • Identify how material in work areas must be stored (i.e., Material must be stored on wheeled carts or pallets unless infeasible) • Describe how designated walkways/paths of travel will be established (i.e., walkway graded, free of uneven surfaces, slip/trip hazards, large rocks (3" +), etc.)	Contractor & CPT Person
Welding, Cutting, & Hot Work (see Fire Hazards & Prevention in Systems Manual.)	• Identify who will issue hot work permits on site • Identify how the public will be protected from arc flash on site (welding at height)- (i.e., We will use flash screens/curtains around welding that could expose people adjacent to the site.) • For interior work, describe how smoke collection will be performed (i.e., We will use smoke eaters to collect hazardous fumes when needed for inside work) • Describe any above and beyond project requirements for hot work, fire watches, etc.	Contractor & CPT Person

Wildfire Smoke & Harmful Air Quality (see full program in Systems Manual) – CA regulatory requirement	• We will ensure project personnel are protected from harmful exposures to outdoor air quality due to wildfire smoke.
	• Personnel will be trained on our program in orientation.
	• TBD will monitor air quality conditions and the current AQI
	  ○ TBD will communicate to project team, foremen, and project personnel that the AQI for PM 2.5 is 151 or higher and:
	  ○ If work continues, ensure that personnel on site are provided with proper respiratory protection
	• Ensure that necessary precautions and/or measures are taken to protect personnel
		Contractor & CPT Person

Wildlife	• Identify any special wildlife exposures and controls for this project and how personnel will be informed.	Contractor & CPT Person

	• If venomous snakes will be present on site, refer to this safety article and consider developing a snake wrangling kit (as long as required training/licensing is procured). • Implement a "kick it before you pick it" practice to scare off wildlife hiding in equipment/materials.	
Wood-Framed Structures	• Describe how fire protection will be in place before lumber arrives on site • Identify how stairs will be erected concurrently with structure • Describe how fall protection will be implemented for framing and joisting	
Worker Fatigue	• Identify how worker fatigue will be mitigated (i.e., Long-work-hour activities and mitigation plans will be implemented through job rotation and planning) • Tool idea for heavy tools like rivet busters	Contractor & CPT Person
Working Over Water	• Identify controls if personnel will be working over, on, or near water (i.e., ocean, river, tank, pool, etc)	Contractor & CPT Person
Safety Watches/Attendants	• Describe how safety watches/monitors will be distinguished from other personnel (i.e., shall wear high visibility vests of a unique color)	Contractor & CPT Person
Non-Destructive Testing	• Identify scopes involving non-destructive testing and how we will verify that Trade Contractors have their permits and license prior to starting work • Identify work hours for when radiography testing will be performed (i.e., during non-peak work hours so as to limit the opportunity for exposure.) • Describe barricades to be employed	Contractor & CPT Person
Other Exposure	• Controls	Contractor & CPT Person
Other Exposure	• Controls	Contractor & CPT Person
Other Exposure	• Controls	Contractor & CPT Person

22.0 EXHIBITS

Safety Hotline Poster

Safety Climate Survey Poster

STCKY Reporting Poster

Online Orientation Poster

Client and facility rules not captured elsewhere in this plan

SAFETY HOTLINE

The Sundt Safety Hotline is Safety Hotline is Anonymous and Confidential

555-555-5555 **(use safety rep phone #)**

for yourself • for your family • for your coworkers •

SAFETY BY CHOICE

ENCUESTA DE CLIMA
SAFETY CLIMATE SURVEY

Escanear con la cámara del teléfono /
Scan the QR code or type in the link:

Request QR code from Reese Fortin:

mrfortin@sundt.com

for yourself • for your family • for your coworkers •
SAFETY BY CHOICE

STOP THE STCKY

for yourself • for your family • SAFETY BY CHOICE • Stop the STCKY™ • for your coworkers

When dealing with STCKY, it can go one of three ways:

STCKY LUCK

No significant injury or death, **inadequate** controls in place.

STCKY INJURY

Significant injury or death **does** occur.

STCKY SUCCESS

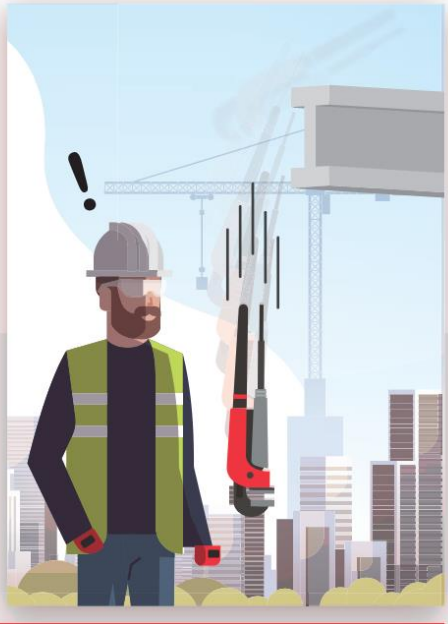
No significant injury or death, **adequate** controls in place.

That's why it's critical to fix and/or report STCKY observations.

REPORTING STCKY LUCK → CAN PREVENT STCKY INJURY → AND LEAD TO STCKY SUCCESS

STCKY CONDITIONS

STCKY LUCK



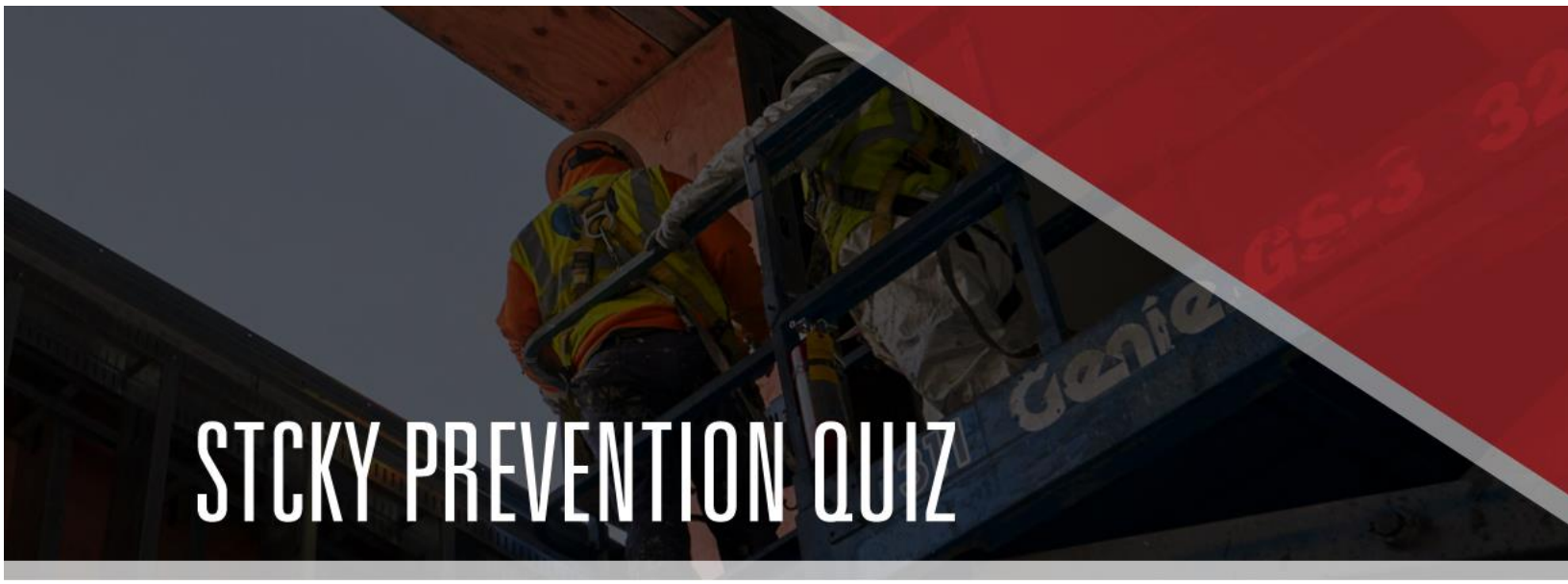
STCKY INJURY

REPORTING THESE

CAN PREVENT THIS

Report STCKY to:

555-555-5555

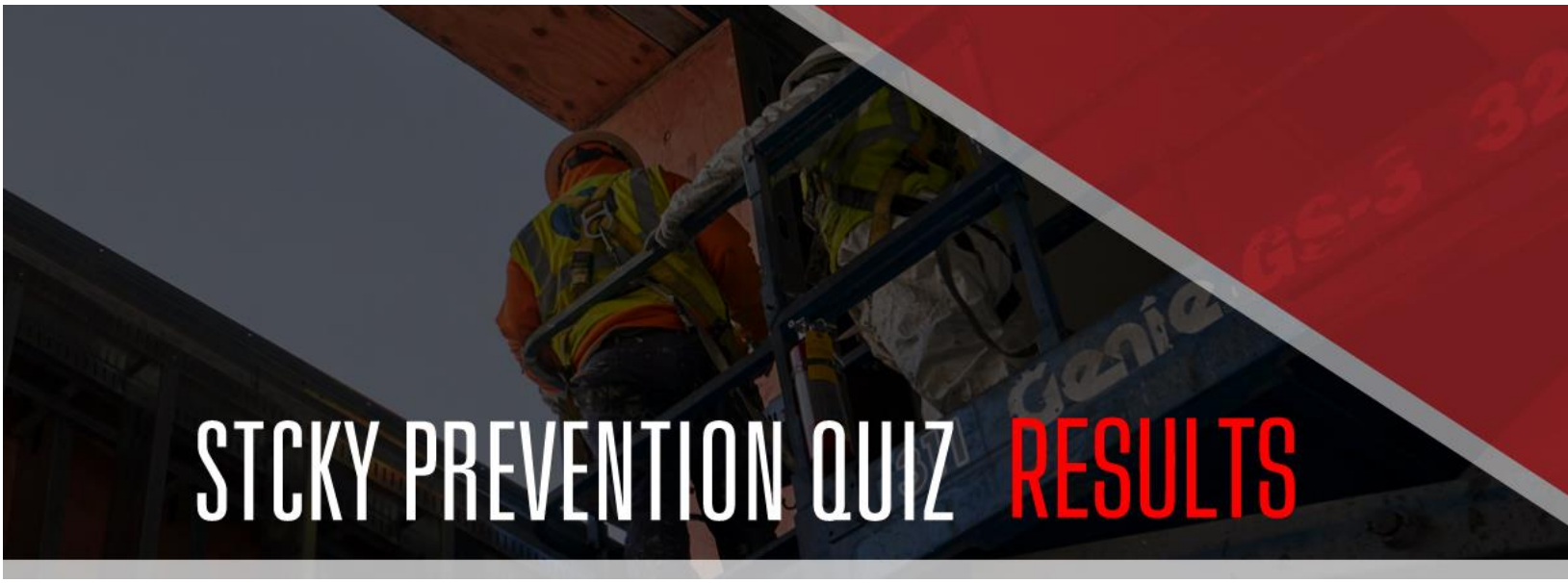


STCKY PREVENTION QUIZ

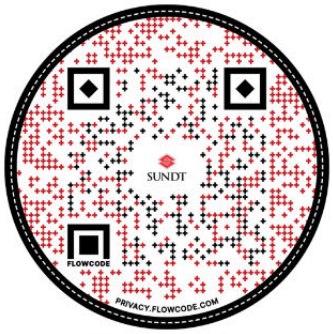
Use these quizzes to assess your STCKY prevention knowledge!

Mobile Elevating Work Platforms	Fall Protection	Scaffolding
Electrical	Excavation	Fire
	Forklift	Confined Spaces

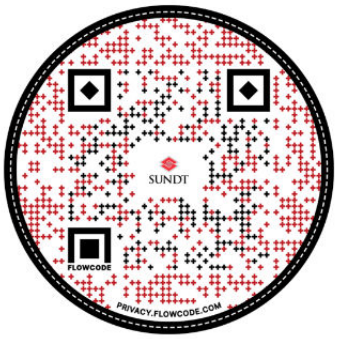
SUNDT



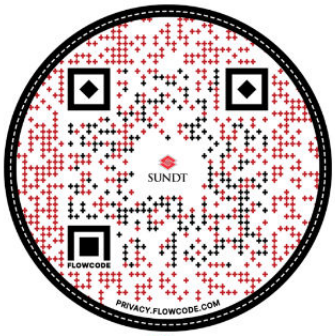
STCKY PREVENTION QUIZ RESULTS



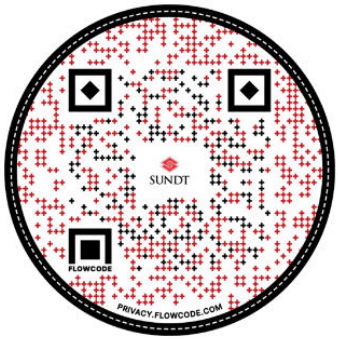
Electrical



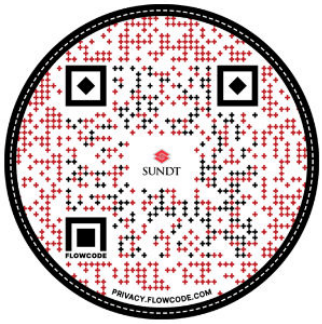
Excavation



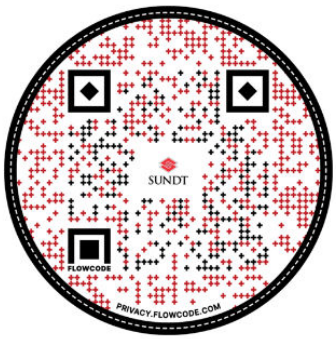
Fire



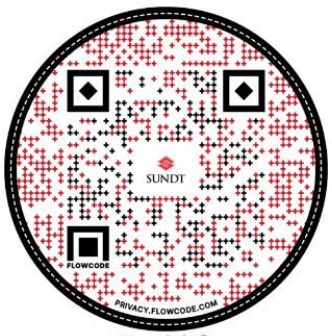
Mobile Elevating Work Platforms



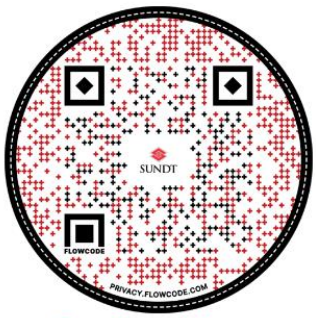
Fall Protection



Scaffolding



Forklift



Confined Spaces

SAFETY ORIENTATION

Scan code or go to website. Upon completion, notify:
TBD @ 555-555-5555

CRAFT PERSONNEL / TRABAJADORES

surveymonkey.com/r/…

Request QR code from Reese Fortin:

mrfortin@sundt.com

VISITORS

surveymonkey.com/r/…

Request QR code from Reese Fortin:

mrfortin@sundt.com

for yourself • for your family • for your coworkers •
SAFETY BY CHOICE