

Delivery of Bulk Material: Subcontractor Submittal Checklist

1. Worker Protection Plan

The seller must submit a Worker Protection Plan, or on their Letterhead demonstrate, specific safety elements as listed in Article 9A of the Packaging, Shipping and Receiving Instructions.

2. Focused Observation Checklists

The seller must identify, complete, sign and submit Focus Observation Checklist(s) applicable to the task/work that will be performed during the unloading operations. Focused Observation Checklists are available for review by downloading from the SRS Internet Homepage at:
http://www.srs.gov/general/busiops/PM MD/SRNS_general_provisions.htm.

3. Statement of Injuries/Incidents (if applicable)

The seller must include a summary of all injuries/incidents involving similar delivery tasks over the last three years to include brief description and corrective action plan to prevent reoccurrence, as appropriate.

4. Point of Contact

Include the name of a point of contact (POC), an individual that will be responsible for addressing injuries/incidents or safety issues that may arise.

5. Licensed Medical Provider

Select a local provider to be used in the event an employee needs to be transferred offsite.

6. Onsite Safety and Health Staffing (if applicable)

The seller shall designate safety and industrial hygiene representation, as specified in the subcontract. Reference OSR 1-126 (Subcontract Field Conditions) to determine if your subcontract requires safety and/or industrial hygiene staff.

- *Please note a resume must be submitted for each proposed individual to demonstrate they meet the minimum qualifications.*

7. Third Party Carrier (if applicable)

Definition: Third party carrier is defined as a vehicle not owned by the Seller and is subcontracted by the seller to another entity for the delivery of the Seller's product.

A. If the seller intends to use a third party carrier, for the delivery of their material to SRS, to a location other than 731-1N and the delivery has been determined to be manual by SRS safety, the seller shall confirm the requirements as defined in Article 9B.

The seller may use the following template to provide the required information:

- We (Seller) understand that driver safety, employee safety and the use of safe equipment remains top priority at the Savannah River Site (SRS). As such, any carrier(s) that the Seller uses must share the same management values.
- We confirm that flow down of safety requirements identified in Article 9A of the Packaging, Shipping, and, Receiving Instructions have been communicated and implemented by the selected carrier. A review of (third party carrier's name) safety performance indicates _____ (has or has not had a serious/non-compliance/incident cited by the DOT/FMCSA in the past three years based on the local or regional performance. As a result of this review we are satisfied with (third party's name) safety performance.

Some examples of serious/non-compliance are:

- *Fatalities*
- *Crashes – where driver and/or company are cited*
- *Faulty equipment such as leaks or poor vehicle maintenance*

B. Attach a copy of the third party carrier's unloading plan/procedure that identifies the hazards, precautions and required personal protective equipment.