

# Savannah River Site (SRS)

## Category C Service & Construction Subcontract Prequalification Checklist

### Overview and Instructions:

10 CFR 851 requires contractors and subcontractors working at a Department of Energy facility to provide a place of employment that is free from recognized hazards that are causing or have the potential to cause death or serious physical harm to workers. This provision of the rule closely parallels the OSHA general duty clause established in Section 5(a)(1) of the OSH Act of 1970. SRS requires all subcontracting companies to identify hazards & controls associated with their specific subcontract scope of work.

If applicable to your specific subcontract, the following documents must be completed and attached to this packet as they are listed below.

**Any questions should be directed to the SRS buyer for resolution with the SRS safety professional responsible for reviewing and accepting the Prequalification Packet. Nothing in this checklist must be construed as relieving a subcontractor from complying with any additional specific requirement that it determines to be necessary to protect the safety and health of workers.**

### Forms for Completion:

*Worker Protection Plan Checklist (Form A)* – The Worker Protection Plan (WPP) Checklist identifies the minimum applicable program elements required in the Worker Protection Plan however, full compliance where applicable is mandated by 10 CFR 851.

*EMR & TRC Worksheet (Form B)* – Subcontractors must provide information related to the firm's Experience Modification Rate (EMR) and their OSHA Total Recordable Case Rate (TRC) for the past three full calendar years.

**Note:** *Certain exemptions apply per 29 CFR 1904.1 (ten or fewer employees).*

*Qualifications (If Applicable) (Form C)* – The subcontractor shall designate on-site 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.

### Guidance Documents (Included):

1. Onsite Safety and Health Staffing Requirements
2. Worker Protection Plan
3. Local Medical Providers
4. Instructions for Attachments

## Attachments:

*Resume (If Applicable)* – On-site safety and industrial hygiene representation requires minimum staffing qualifications. To satisfy this requirement, submit a resume for each proposed individual for review and acceptance.

*Worker Protection Plan / Site Specific Safety and Health Plan* – A WPP specifies how a company will implement, maintain, and manage subcontract regulatory compliance while conducting business under contract at SRS. In accordance with 10 CFR 851, the WPP must mandate an environment that is free from recognized hazards and requires participation by all levels of management and employees in the prevention and recognition of unsafe acts and conditions.

*Insurance Confirmation of EMR Rate* – Subcontractors must provide a letter from its Workman’s Compensation Insurance Carrier certifying the EMR data provided to SRS.

*OSHA 300 Logs/Summaries (If Applicable)* – Subcontractors must attach copies of the OSHA Annual Summary Logs (OSHA’s Form 300A) for the previous 3 years.

**Note:** *Certain exemptions apply per 29 CFR 1904.1 (ten or fewer employees).*

*Focused Observation (FO) Checklist* – SRS has specific Focused Observation (safety) Checklists that subcontractors must incorporate into their SRS Specific WPPs. Checklist applicable to the subcontracted work are found on OSR 1-183. Access each applicable checklist located on the SRNS Internet Homepage at:

[https://www.srs.gov/general/busiops/PMMD/SRNS\\_general\\_provisions.htm#gen\\_provisions-Focused](https://www.srs.gov/general/busiops/PMMD/SRNS_general_provisions.htm#gen_provisions-Focused). Identify the applicable lines of inquiry (LOIs) and complete and sign the bottom portion of each checklist and attach to this packet.

## WPP Checklist (FORM A)

### Instructions

Complete Section I and II. For each element in Section II, identify the requirement in your corporate procedures AND identify the location (ie: page number) in your company documentation. If you incorporate sections of your company’s safety program, be sure it addresses each program element in this checklist. Subcontractors must identify all hazards involved with their work scope.

This checklist identifies the minimum safety and health program elements that SRS expects subcontractors to address in their SRS Site Specific WPP. It is not intended to be all inclusive and should be used only as guidance to support minimum documentation. SRS Site Specific WPPs must comply with all local, state and federal requirements, including 10 CFR 851, all subsequent updates and technical amendments.

### Section I:

Subcontractor Name:	
RFP/Proposal:	
SRS Buyer:	
Subcontract Technical Representative (STR):	
*Assigned Competent Person (ACP):	
Licensed Medical Provider: <b>Note:</b> <i>Select from provided list or type name of other</i>	
Safety Representative/Professional (If Applicable): <b>Note:</b> <i>Select which option applies to your contract</i>	
Industrial Hygiene Professional/Technician (If Applicable): <b>Note:</b> <i>Select which option applies to your contract</i>	
Prequalification Checklist Revision Number: <b>Note:</b> <i>If this is your first revision, select "R0"</i>	

**\*Assigned Competent Person:** Individual who determines need for visitor/vendor, determines initial hazard designation, identifies proper checklists and determines if a focused observation is necessary, prints and reviews detailed checklists at job site, provides job site safety briefings and performs focused observations. This individual may be a SRS Performing Entity Employee or their subcontractors.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Section II (Required):

### *Site Specific Requirements*

**Fitness for Duty:** Established policies are in place to ensure employees report to work and perform their assigned task(s) safely and free from impairments.

Yes

No

Page: \_\_\_\_\_

Reference: 10 CFR 851 Appendix A, Section 8

**Accidents/Incidents/Investigations:** All employees are required to immediately report accidents, injuries or incidents to the STR and participate in the investigation. Recordkeeping is maintained in alignment with OSHA 1904. DOE form 5484.3 will be completed and submitted to the STR within two days following any injury/illness. In the event of an investigation leading to corrective action to prevent reoccurrence, documentation and action will be prepared and submitted to the STR for review and acceptance.

Yes

No

Page: \_\_\_\_\_

Reference: 10 CFR 851.20 & 26, 29 CFR 1904

**Safety Policy:** The subcontractor has an established written policy including clear goals and objectives along with outlined personnel responsibilities, authority, and accountability.

Yes

No

Page: \_\_\_\_\_

Reference: 10 CFR 851.20

**Applicability of WPP to Employees:** Employees will be provided a copy of the WPP as well as trained and briefed on the requirements specified within.

Yes

No

Reference: 10 CFR 851.11 & 25

**Time Out:** Employees have the right and authority necessary to call a time out when unsafe conditions are observed and/or employee actions are likely to cause injury to them, other personnel, or cause damage to property or the environment.

Yes

No

Page: \_\_\_\_\_

Reference: 10 CFR 851.20

### New hire employee safety orientation:

Yes

No

Page: \_\_\_\_\_

Reference: 10 CFR 851.25

### Employee Safety Meetings:

Yes

No

Page: \_\_\_\_\_

Reference: 10 CFR 851.20 & Appendix A

**Employee's rights relative to company documentation:** Employees have been informed that they have the right to request and receive the results of safety and health inspections and accident investigation reports.

Yes

No

Page: \_\_\_\_\_

Reference: 10 CFR 851.20

**Concealing or destroying information:** Employees have been informed that they are not to conceal nor destroy any information concerning non-compliance or potential non-compliance with 10 CFR 851 worker safety and health program, OSHA or any other regulatory compliance requirements.

Yes

No

Page: \_\_\_\_\_

Reference: 10 CFR 851.26

**Company Training Program:** Company training is designed to instruct each employee on general safety procedures and requirements specific to the employee's job assignment. Documentation of training is maintained.

Yes

No

Page: \_\_\_\_\_

Reference: 10 CFR 851.25

**General Personal Protective Equipment:**

Yes

No

Page: \_\_\_\_\_

Reference: 10 CFR 851.22, 1910 Subpart I, 1926 Subpart E

**Equipment, Products, and Services:** Hazards have been addressed when selecting or purchasing equipment, products, and services.

Yes

No

Page: \_\_\_\_\_

Reference: 10 CFR 851.22

## *Occupational Medicine & First Aid*

### **Return to work policy following on the job injury:**

Yes                      No

Page: \_\_\_\_\_

Reference: 10 CFR 851 Appendix A

### **Employee(s) trained in first aid:**

Yes                      No

Page: \_\_\_\_\_

Reference: 29 CFR 1910 Subpart K

**First Aid Supplies:** First aid kits and other related supplies will be provided during work at SRS. Kits and supplies will be maintained per the supplier's and offsite medical provider's guidance/recommendations.

Yes                      No

Page: \_\_\_\_\_

Reference: 29 CFR 1910 Subpart K

**Maintenance and employee access to medical records:** A record, containing any medical, health history, exposure history, and demographic data collected for the occupational medicine purposes, must be developed and maintained for each employee for whom medical services are provided. Access to these records must be provided to employees if requested.

Yes                      No

Page: \_\_\_\_\_

Reference: 10 CFR 851 Appendix A

## Section III:

Use the following section to identify which components in Section IV are within the subcontract scope of work. Components identified as applicable must be reflected in Section IV as well as in the WPP.

Complete Section III and Section IV respectively in full to prevent possible delays in the approval process.

Included in Scope of Work	Check if applicable	Table in Section IV
Employees will be performing servicing or maintenance on machines or equipment where the unexpected startup, energization, or the release of stored energy could occur and cause personal injury. The machine or equipment will be de-energized and controlled by the OSHA Cord and Plug Exemption.		4
Employees will be performing servicing or maintenance on machines or equipment where the unexpected startup, energization, or the release of stored energy could occur and cause personal injury. The machines or equipment can't be de-energized and controlled via OSHA Cord and Plug Exemption.		<i>Subcontractors will comply with Procedure 8Q32, Lockout/Tagout (L/T)</i>
Employees will be performing servicing or maintenance on machines or equipment where the equipment is required to be energized (i.e. troubleshooting, voltage reading, etc.).		<i>Subcontractors will be SRNS Qualified Electrical Worker (QEW) or NFPA 70E trained and electrically qualified</i>
Employees or equipment employee is handling or using has the potential of coming within 20' of overhead electrical lines. Worker(s) is not a SRNS QEW or NFPA 70E trained and electrically qualified.		<i>Subcontractors will comply with Procedure 8Q10</i>
Employees will be performing welding and/or hot work tasks, such as brazing or grinding.		3 7 19 29
Employees will be exposed to a respiratory hazard and/or required to wear a respirator.		3 7
Employees will be performing work in an environment containing Asbestos.		3 7 25 29
Employees will be performing work in an environment containing Lead.		3 7 26 29
Employees will be performing work in an environment containing Silica.		7 27

Included in Scope of Work	Check if applicable	Table in Section IV
Employees will be performing work in an environment containing Polychlorinated Biphenyls.		<i>Subcontractors exposed to Polychlorinated Biphenyls will be notified prior to performing work and appropriate controls will be established.</i>
Employees will be using Beryllium articles and/or materials (containing 0.1% or greater) during work performed at SRS.		<i>Beryllium articles and materials are prohibited on site without appropriate approval. Specific provisions will apply for approved use.</i>
Employees will be performing work in an area where noise exceeds the ACGIH 8-hour TWA of 85 dB.		7 8
Employees may experience potential health hazards from work in hot environments (may be inside and/or outside).		1
Employees may experience potential health hazards from work in cold environments (may be inside and/or outside).		2
Employees will be entering or performing work in a confined space (permit or non permit).		17
Employees will be exposed to ergonomic hazards while performing work.		24
Employee assignment requires the use of hand and portable powered tools and/or other hand-held equipment.		5
Employees will manually handle or use mechanical equipment to move and store materials.		6
Employees will be exposed to hazards that can result in slips, trips, falls and other injuries.		9
Employees will be performing elevated work at a height greater than 4 feet (service subcontracts) or 6 feet (Davis-Bacon subcontracts).		12
Employees will be using or performing work on a scaffold and/or scissor lift.		10
Employees will be using powered platforms, vehicle mounted work platforms and/or manlifts to perform work.		11

Included in Scope of Work	Check if applicable	Table in Section IV
Employees will be using hoisting equipment (cranes, derricks, hoists, elevators, conveyors) to perform work.		13
Employees will be using forklifts and/or other vehicles that carry, push, pull, lift, stack, or tier material.		14 20
Employees will be performing demolition work.		21
Employees will be required to drive or ride in a motor vehicle.		20
The nature of the work performed includes hazards that require a comprehensive fire safety and emergency response program along with an acceptable fire protection program.		18
Employees will handle, store and/or use flammable liquids, combustible liquids or compressed gases.		15
Employees are involved in activities driving the subcontractor to be in compliance with OSHA's Hazardous Waste Operations and Emergency Response (HAZWOPER) standard.		16
Employees will be required to work in an environment requiring an established Laser Safety Program.		22
Employees will be performing drilling and penetration activities.		23
Operations and activities performed will be associated with the use of non-ionizing radiation (NIR) emitters.		28
Employees are exposed to hazardous chemicals.		29

## Section IV (Where Applicable):

<i>Table 1</i>			
<b>Heat Stress (ACGIH)</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Use screening criteria using the effective Wet-Bulb Globe Temperature (WBGT) to determine exposure to heat stress			
Description of how the criteria are applied to prevent over exposure to heat stress			
Pre-hydration and regular fluid replacement			
Training on signs & symptoms related to heat illness			
Worker acclimatization to work environment conditions			
Heat strain monitoring			
Reporting mechanisms for heat-related disorders			
Self-determination of exposure			
Evaluation of the potential for preexisting conditions which may predispose workers to heat illness			

<i>Table 2</i>			
<b>Cold Stress (ACGIH)</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Method to evaluate wind chill and dry bulb air temperature to determine exposure to cold stress			
Controls to prevent over exposure to cold stress			
Training on signs and symptoms related to cold illness and injury			
Provide warming locations			
Evaluation of the potential for preexisting conditions			
Personal protective equipment to be used by employees			
Reporting mechanisms for cold-related disorders			

*Table 3*

<b>Respiratory Protection Program (1910.134, ANSI Z88.2)</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Designated Respiratory Protection Program Administrator			
Permissible practice established through use of the hierarchy of controls			
Medical evaluation including OSHA 1910.134 Questionnaire			
Annual respiratory training			
Respirator fit testing			
Appropriate selection of NIOSH approved respirators including hazard identification and evaluation			
Air purifying respirators used for protection against gases and vapors are equipped with end of service life indicator or change out schedule is implemented <i>(if applicable)</i>			
Safe practices for respirator use			
Respirators issued are appropriately cleaned and disinfected			
Breathing air quality and use			
Workplace evaluations are conducted as necessary to ensure written respiratory protection program is effectively implemented			

*Table 4*

<b>Cord &amp; Plug (1910.147)</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Exposure to the hazards of unexpected energization or startup of the equipment is controlled by the unplugging of the equipment from the energy source			
The plug is under the exclusive control of the employee performing the servicing or maintenance			

*Table 5*

<b>Hand and Portable Powered Tools and Other Hand-Held Equipment (1910 Subpart P, 1926 Subpart I)</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Employee training			
Inspection			
Proper storage, care, and use			
Housekeeping			
Proper shielding, guarding, or attachments <i>(if applicable)</i>			
Personal protective equipment to be used by employees			

*Table 6*

<b>Materials Handling and Storage (1910.176, 1926 Subpart H)</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Proper storage and handling of materials			
Housekeeping			
Equipment use – hand trucks, dollies, carts ( <i>if applicable</i> )			
Equipment use – conveyors, cranes ( <i>if applicable</i> )	<i>Complete table 13</i>		
Equipment use – powered industrial trucks ( <i>if applicable</i> )	<i>Complete table 14</i>		
Personal lifting techniques ( <i>if applicable</i> )	<i>Complete table 24</i>		

*Table 7*

<b>Exposure Assessment for Chemical, Physical and Biological Hazards (851.21 &amp; 23, ACGIH)</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Applicable baseline exposure assessments are performed and documented prior to or during scheduled work. Assessments must be conducted as often thereafter as necessary to ensure compliance with 10 CFR 851.			
Exposure assessment program including methods to assess hazards and detail documentation			
Statement in WPP that commits subcontractor to follow whichever is stricter: ACGIH TLVs or OSHA PELs			

*Table 8*

<b>Hearing Conservation Program (1910.95, 1926.52, ACGIH)</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Exposure monitoring (for example, a baseline survey of noise producing equipment)			
Implementation of noise controls			
Employee training for those exposed to TWAs of 85 dB and above at least annually in the effects of noise; the purpose, advantages, and disadvantages of various types of hearing protectors; the selection, fit, and care of protectors; and the purpose and procedures of audiometric testing			
Use of hearing protection devices to all workers exposed to 8-hour TWA noise levels of 85 dB or above			
Appropriate recordkeeping of noise exposure measurement records and audiometric test results			
Establish and maintain a Hearing Conservation Program to include baseline audiograms, annual audiograms and training for those exposed to 8-hour TWA noise levels of 85 dB or above			
Program must confirm compliance with American Conference of Governmental Industrial Hygienists (ACGIH) noise exposure limits (85 dBA TLV versus OSHA 90 dBA PELs)			
Use of ACGIH table for TLVs for noise exposure stay times			

<i>Table 9</i>			
<b>Walking and Working Surfaces</b> (1910 Subpart D, 1926 Subpart X)	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Housekeeping expectations and practices			
Ladder inspection protocol			
Ladder storage and use			
Proper selection of ladders for given tasks			
Guarding for open sided floors/platforms/runways			

<i>Table 10</i>			
<b>Scaffolding</b> (1910 Subpart D, 1926 Subpart L)	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Employee training			
Competent and qualified person responsibilities			
Fall protection requirements during erection and dismantling			
Scaffold inspection and use			

<i>Table 11</i>			
<b>Powered Platforms, Aerial Lifts and Vehicle – Mounted Work Platforms</b> (851 Appendix A, 1910 Subpart F, 1926)	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Operator training to the specific model			
Use of personal fall arrest system to include body harness, lanyard, lifeline			
Inspection of all components of the personal fall arrest system			
Operation of aerial lift including maximum intended load and load capacity			
Pre-use inspection of aerial lift to verify equipment and all components are in safe operating condition according to the manufacturer’s recommendations			
Availability of operator’s manual			

*Table 12*

<b>Fall Protection</b> (1926 Subpart M, 1910 Subpart D & I)	Yes	No	Page #
Employee training and information			
Appropriate protection is provided when employees are working at heights of six feet or more (construction) or four feet or more (service)			
Guardrail systems – height of railings, load ratings (if applicable)			
Safety net systems – use of safety net system, installation, inspection, testing (if applicable)			
Personal fall arrest or restraint systems – harness, lanyard, anchorage, inspections (if applicable)			
Positioning device system – anchorage, components, inspections (if applicable)			
Fall protection plan (if applicable)			
Guarding for exposed holes (if applicable)			
Personal protective equipment to be used by employees			

*Table 13*

<b>Cranes, Derricks, Hoists, Elevators and Conveyors</b> (1926 Subparts N & CC, 1910 Subpart N)	Yes	No	Page #
Acknowledge SRS work will be in compliance with OSHA’s Crane and Derricks in Construction Rule and review of OSHA’s Small Entity Compliance Guide for Final Rule @ <a href="http://www.osha.gov/cranes-derricks/smallentity.html">http://www.osha.gov/cranes-derricks/smallentity.html</a>			
Operator training/qualification (operator must provide NCCCO certification)			
Rigging personnel training/qualification (must provide NCCCO or third party certification)			
Signal personnel training/qualification or certification			
Safe operations			
Load capacities			
Hand signals			
Inspections/maintenance/services			
Rigging – requirements, inspection and components			

<i>Table 14</i>			
<b>Powered Industrial Lift Trucks</b> (851 Appendix A, 1910.178, 1926.602)	Yes	No	Page #
Training and certifications ( <i>as applicable for operators and spotters</i> )			
Class designations/labels/safety devices/inspections including any attachments			
Pre-use inspections and/or checklists			
Understanding of situational hazards and responsibilities			
Methods for fueling/charging machinery			
Maintenance program including any attachments			
Use of signs and traffic control devices			

<i>Table 15</i>			
<b>Flammable and Combustible Liquids and Compressed Gases</b> (1910.106, 1910.101, 1926.152)	Yes	No	Page #
Employee training to include storage, handling, transfer, inspection, and use requirements for flammable liquids and compressed gases			
Availability of portable fire extinguishers that satisfy rating, location, quantity, and inspection requirements			
Closed containers, storage tanks, and/or fire cabinets meet design, ventilation, construction labeling and capacity requirements			
Use of controls in locations where flammable vapors may be present to eliminate or prevent sources of ignition including, but not limited to open flames, smoking, welding, sparks, radiant heat, lightning, and chemical reactions			
Refueling practices that meet shut off and cool down requirements for gasoline engines/motors			
Personal protective equipment to be used by employees			

<i>Table 16</i>			
<b>Hazardous Waste Operations</b> (1910.120, 1926.65)	Yes	No	Page #
Employee training (40 Hour or 24 Hour)			
Supervisor Training			
Current organizational structure to establish the specific chain of command and specify the overall responsibilities of supervisors and employees			
Emergency Response Plan for safe and effective responses, including the necessary PPE and other equipment			
Personal Protective Equipment to be used by employees			
Decontamination Procedures ( <i>if applicable</i> )			
Monitoring methodology to be used ( <i>if applicable</i> )			
Handling of Drums and Containers ( <i>if applicable</i> )			
Tank and Vault Procedures ( <i>if applicable</i> )			
Medical surveillance ( <i>if applicable</i> )			

Table 17

<b>Confined Space Program Elements</b> (1910.146, 1926 Subpart AA)	<b>Yes</b>	<b>No</b>	<b>Page #</b>
<b>Permit Required Confined Spaces</b>			
Training for entry to include the roles and responsibilities of the Entry Supervisor, Attendant, and Entrant; hazards; hazard controls; atmospheric monitoring; rescue planning, and confined space records			
Hazard evaluation methods including identification of the common physical and atmospheric hazards, work activities which would generate physical and/or atmospheric hazards, an oxygen-deficient or enriched atmosphere in Confined Spaces			
Permit Required Permits and approval(s). Must include (4) major elements: Entry Permit; Confined Space Rescue Plan; Entrant, Attendant, & Entry Supervisor Log; and Air Monitoring Log.			
Responsibilities of entry supervisor			
Responsibilities of authorized entrant			
Responsibilities of authorized attendants			
Methods to perform Atmospheric Testing and monitoring to evaluate the hazards within the space and for verification of Acceptable Entry Conditions			
Means for rescue and retrieval. Please note that only the SRS Fire Department may perform entry rescue.			
<b>Non-Permit Required Confined Spaces</b>			
Hazard evaluation methods including identification of the common physical and atmospheric hazards, work activities which could generate physical and/or atmospheric hazards, an oxygen-deficient or enriched atmosphere in Confined Spaces			
Non-Permit Required Confined Space Program			
Non-Permit Required Permits and approval(s). Must include major elements: work location, controls that are in place, and approvals.			
Methods to perform Atmospheric Testing and monitoring to evaluate the hazards within the space and for verification of Acceptable Entry Conditions			
Means for rescue and retrieval. Please note that only the SRS Fire Department may perform entry rescue.			

Table 18

<b>Fire Protection</b> (851.24, 851 Appendix A, 1910 Subpart L)	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Approved, portable fire extinguishers are readily accessible and unobstructed			
Portable fire extinguisher selection and distribution is based on the classes of anticipated workplace fires and on the size and degree of hazard which would affect their use			
Portable fire extinguishers are inspected, maintained and tested at the required frequency			
Portable fire extinguishers are stored in the appropriate location and within the appropriate travel distance based on class of anticipated workplace fires and employees are familiar with the location			
Alternate equivalent protection is provided when portable fire extinguishers are removed from service for maintenance and recharging			
Training and educational programs are provided to employees at the required frequency			

Table 19

<b>Hot Work-Grinding, Welding, Cutting and Brazing</b> <i>(1910 Subpart Q, 1926 Subpart J)</i> <b>Note:</b> At SRS, a How Work Permit (HWP) will be required. The HWP will be provided by SRS during the development of the work package.	Yes	No	Page #
Exposure assessment	<i>Complete table 7</i>		
Employee training & qualification			
Personal protective equipment to be used by employees			
Respiratory protection	<i>Complete table 3</i>		
Hazard communication	<i>Complete table 29</i>		
Fire protection and prevention -Fire extinguishing equipment -Relocation of fire hazards -Designated safe location -Guards and coverings -Fire watch -Walls, floors, and ceilings -Enclosed spaces -Drums, pails, hollow structures, and other contains/contained flammable liquids, toxic or flammable substances			
Ventilation and protection			
Use of welding or flash screen			
Confined spaces <i>(if applicable)</i> -Ventilation -Monitoring -Arc welding electrodes and torch valves -Toxic materials			
Gas welding and cutting <i>(if applicable)</i> -Compressed gas cylinder management -Fuel gas and oxygen manifolds and hoses -Torches -Regulators and gauges -Oil and grease hazards			
Arc welding and cutting <i>(if applicable)</i> -Manual electrode holders -Welding cables and connectors -Ground returns and machine grounding -Shielding from arc flash			
Hot work in way of preservative coatings <i>(if applicable)</i> -Stripping -Air line respirators			
Resistance welding <i>(if applicable)</i>			

<i>Table 20</i>			
<b>Motor Vehicle Safety</b> (851.24, 851 Appendix A, 1926 Subpart O) <b>Note:</b> Tractors, platform lifts and other similar specialized equipment powered by electric motor or internal combustion engine	Yes	No	Page #
Operator training & qualifications			
Vehicle maintenance/before use inspection, and safe operation program			
The availability of manufacturer’s operator manual			
Use of safety devices i.e. seat belts, mirrors, flagman, signals			

<i>Table 21</i>			
<b>Demolition</b> (1926 Subpart T)	Yes	No	Page #
Preparatory operations – demolition methods, necessary equipment, and measures to perform the work safely			
Preparatory operations – service lines shut off			
Preparatory operations – determination of hazardous chemicals, gases, explosives, and flammable materials to include testing and purging			
Preparatory operations – engineering survey by a competent person			
Appropriate guards/covers for wall and floor openings			
Walkways/ladders (if applicable)	<i>Complete table 9</i>		
Removal of materials			
Safe work practices for mechanical demolition (if applicable)	<i>Complete table 13</i>		
Personal protective equipment to be used by employees			
Methods to control Silica exposure (if applicable)	<i>Complete table 27</i>		

<i>Table 22</i>			
<b>Laser Use and Safety</b> (ANSI Z136.1) <b>Note:</b> Requirements listed applicable for class 3B and 4 lasers.	Yes	No	Page #
Employee training			
Proper use, service and storage			
Identified laser safety officer			
Implementing engineering, administrative and procedural controls			
Personal protective equipment to be used by employees			
Use of protective barriers/warnings, signs and labels			
Medical surveillance (if applicable)			

*Table 23*

<b>Drilling and Penetration</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Depth control on tools that penetrate walls and floors			
Personal protective equipment to be used by employees			
Appropriate methods to monitor for drilling/cutting of materials			
Non-intrusive survey equipment to determine (if) contents behind surface penetration			
Use of visual inspection tools to determine the area behind determined penetration			
Completion of penetration briefing <i>TMAR7000</i>			

*Table 24*

<b>Ergonomics</b> (851 Appendix A, ACGIH)	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Worksite Analysis Program including methods to recognize the problem, evaluate suspected jobs for possible risk factors and identify & evaluate causative factors			
Use of controls to eliminate or reduce risk factors associated with work-related musculoskeletal disorders (MSDs)			
Medical Management Program to encourage early reporting of symptoms by workers, provide ongoing surveillance and evaluation of related data, and offer appropriate health care for workers affected by MSDs			
Involvement of workers through training and education			

Table 25

<b>Asbestos (1910.1001, 1926.1101)</b> <small>Note: in the State of South Carolina one must also comply with SCDHEC Regulation 61, 86.1, Standards of Performance for Asbestos Projects</small>	Yes	No	Page #
Goal of the program: Controlling exposures below the Occupational Exposure Limits (OELs)			
Performing initial/baseline and periodic workplace monitoring			
Exposure assessments	<i>Complete table 7</i>		
Negative exposure assessments <i>(if applicable)</i>			
Establishment of Regulated Areas			
Implementing engineering controls and work practices			
Personal protective equipment to be used by employees			
Respiratory protection	<i>Complete table 3</i>		
Hygiene facilities			
Hazard communication	<i>Complete table 29</i>		
Employee information & training			
Medical surveillance			
Recordkeeping			
Housekeeping			
Prohibited activities			
Specifics for Roofing Materials <i>(if applicable)</i>			
Specifics for brake and clutch repair <i>(if applicable)</i>			
Specifics for floor cleaning <i>(if applicable)</i>			
Competent Person duties, inspections, and training			

<i>Table 26</i>			
<b>Lead (1910.1025, 1926.62)</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Methods of compliance: Controlling exposures below the Permissible Exposure Limit (PEL)			
Performing initial/baseline and periodic workplace monitoring			
Exposure assessments	<i>Complete table 7</i>		
Implementing engineering controls and work practices			
Administrative controls			
Respiratory protection	<i>Complete table 3</i>		
Personal protective equipment to be used by employees			
Housekeeping			
Hygiene facilities and practices			
Hazard communication	<i>Complete table 29</i>		
Employee information and training			
Medical surveillance			
Medical removal protection			
Recordkeeping			

<i>Table 27</i>			
<b>Silica (ACGIH, 1910.1053, 1926.1153)</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
<b>Note:</b> Table 1 provided by OSHA (1926.1153) may not be used in the Worker Protection Plan as it is based on the Permissible Exposure Limit (PEL) which is less conservative than the Threshold Limit Value (TLV) set by ACGIH.			
Goal of the program: Controlling exposures below the Threshold Limit Value (TLV)			
Performing initial/baseline and periodic workplace monitoring			
Exposure assessments	<i>Complete table 7</i>		
Establishment of regulated areas			
Implementing engineering controls and work practices			
Personal protective equipment to be used by employees			
Respiratory protection ( <i>if applicable</i> )	<i>Complete table 3</i>		
Written exposure control plan			
Medical surveillance			
Employee training			
Recordkeeping			
Housekeeping			

*Table 28*

<b>Non-Ionizing Radiation (851 Subpart C, ACGIH)</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Established procedures to identify existing and potential Non-Ionizing Radiation (NIR) hazards and assess the risk of associated workers' injury and illness			
Establish and implement hazard prevention and abatement process to ensure identified and potential NIR hazards are prevented or abated in a timely manner per the hierarchy of controls			
Develop and implement a worker safety and health training and information program to ensure that all workers exposed or potentially exposed to NIR hazards are provided with the training and information they need on those hazards in order to perform their duties in a safe and healthful manner			

*Table 29*

<b>Hazard Communication (1910.1200)</b>	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Written hazard communication program to indicate how hazard communication will be addressed including a list or inventory of the hazardous chemicals present			
Labels and other forms of warning			
Safety data sheets must be maintained for each hazardous chemical in the workplace and readily accessible to employees			
Employee information and training			

## Section V:

Use the following section to identify specialized work specific to the subcontract scope of work. Components identified as applicable must be reflected in Section VI as well as in the WPP. Complete Section V and Section VI respectively in full to prevent possible delays in the approval process.

Included in Scope of Work	Check if applicable	Table in Section VI
The subcontractor is engaged in DOE activities involving the use of firearms.		A
Subcontract work requires the use of explosive materials.		B
Subcontract work is performed on pressure systems such as pressure vessels, boilers, air receivers, and supporting piping systems.		C
Subcontract work includes excavations, trenching and/or soil classification.		D
Subcontract work includes concrete and masonry construction operations.		E
Subcontract includes steel erection work.		F 13
Subcontract includes commercial diving.		G

## Section VI (Where Applicable):

<i>Table A</i>			
<b>Firearm Safety</b> (851.24, 851 Appendix A)	Yes	No	Page #
Written program addressing inspection, safe use, storage, handling, cleaning, inventory, transporting, and maintenance of firearms and associated ammunition			
Notification and approval process prior to use of firearms on site			
Semi-annually/annually (as required by the NRA or equivalent training agency) provide documented proof that “shooter” has demonstrated proficiency in the use of firearms			
Pickup and disposal of misfires and/or spent shells			

<i>Table B</i>			
<b>Explosives and Blasting Agents</b> (851.24, 851 Appendix A)	Yes	No	Page #
General safety requirements, inspections and signals			
Roles and responsibilities of competent person			
Blaster qualifications			
Transporting and handling of explosives			
Storage of explosives and blasting agents			
Written blasting procedure/plan			
Method to address misfires			

<i>Table C</i>			
<b>Pressure Safety</b> (851.24, 851 Appendix A, ASME, BPVC)	Yes	No	Page #
All boilers or pressure vessels comply with the latest American Society of Mechanical Engineers Boilers and Pressure Vessel Codes standard or at a minimum meet the standards referenced in the latest version of 10 CFR 851 which includes any Technical Amendment(s) to 10 CFR 851			

<i>Table D</i>			
<b>Excavations/Trenching/Soil Classification</b> (851 Appendix A, 1926 Subpart P)	Yes	No	Page #
Employee training to include recognition and avoidance of hazards associated with excavations			
Competent person responsibilities with demonstrated knowledge, experience and authority			
Periodic inspections			
Methods to test soil and interpret test results			
Protective systems established based off soil classification			
Methods to control exposure to Silica (if applicable)	<i>Complete table 27</i>		

<i>Table E</i>			
<b>Concrete and Masonry Construction</b> (1926 Subpart Q)	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Employee training			
Methods to control Silica exposure (if applicable)	<i>Complete table 27</i>		
Concrete pump operations			
Concrete cutting operations			
Personal protective equipment to be used by employees			

<i>Table F</i>			
<b>Steel Erection</b> (851 Appendix A, 1926 Subpart R)	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Employee training by a qualified person			
Preparation – site layout, site-specific erection plans			
Pre-planning of overhead hoisting operations			
Crane use			
	<i>Complete table 13</i>		
Fall protection (if applicable)	<i>Complete table 12</i>		
Methods to protect employees from falling objects			
Continuously maintained structural stability			
Personal protective equipment to be used by employees			

<i>Table G</i>			
<b>Commercial Diving Operations</b> (1910 Subpart T, 1926 Subpart Y)	<b>Yes</b>	<b>No</b>	<b>Page #</b>
Training or experience			
Dive team member assignments			
Designated person-in-charge with adequate experience and training in the conduct of the assigned diving operation			
Safe practices manual made available at the dive location to each dive team member			
Pre-dive, during and post-dive procedures			
Adequate equipment for the job including tagging or logging records			
Recordkeeping			

## EMR & TRC Worksheet (FORM B)

**Subcontractor Name:** \_\_\_\_\_

**Date of Submission:** \_\_\_\_\_

1. Experience Modification Rate (EMR) – List your firm’s Worker’s Compensation Insurance interstate EMR for the immediate past three (3) years. (Use intrastate rating if interstate rating is not available).

Experience Modification Rate (EMR)			
Year		Rate	
Year		Rate	
Year		Rate	
3-year average			

2. OSHA Total Recordable Case Rate (TRC) – List your firm’s cumulative injury statistics rates below for the past three (3) full calendar years using the BLS formula to determine recordability. NOTE: TRC Rate is derived from the total number of injuries and illnesses related to a common exposure base of 100 full time workers. The common exposure base enables one to make accurate inter-industry comparisons, trend analysis over time, or comparisons among firms regardless of size. The rate is calculated as:  $N \times 200,000 / EH$  (where N = total number of injuries and illnesses (recordable cases); 200,000 = base for 100 full time equivalent workers (working 40 hours per week, 50 weeks per year); and EH = total hours worked by all employees during the calendar year

OSHA Total Recordable Case Rate (TRC)							
Year		# recordable cases		Man-hours		Recordable rate	
Year		# recordable cases		Man-hours		Recordable rate	
Year		# recordable cases		Man-hours		Recordable rate	
3-year average							

3. Number of fatalities (previous three years and current year) \_\_\_\_\_
4. For companies which are exempt from record keeping requirements per 29 CFR 1904.1 (ten or fewer employees), complete the above items 1 and 3 and provide an attachment to this form summarizing the cause of the injuries/illnesses for the past three (3) years including current year. Additionally, include corrective action taken to prevent re-occurrence.

## Qualifications (FORM C)

Per the requirements specified within the contract, the subcontractor shall designate on-site safety and industrial hygiene representation. The designation must include the person’s qualifications for review and acceptance. To identify minimum qualification requirements, utilize the guidance document included in this package, “Onsite Safety and Health Staffing Requirements”.

### *Required Personnel*

Reference OSR 1-126 for Safety & Industrial Hygiene staffing that apply to your contract.

Safety	
<i>Note: Select which level of representation applies to your contract.</i>	
Name	
Job Title	

Industrial Hygiene	
<i>Note: Select which level of representation applies to your contract.</i>	
Name	
Job Title	

**Note:** A resume or equivalent must be submitted for each proposed individual.

# 1. Onsite Safety and Health Staffing Requirements

As noted on the OSR 1-126 Subcontract Field Conditions Form

## Safety Professional

The subcontractor's onsite Safety staff shall work closely with SRNS management to effectively implement the subcontractor's Worker Protection Plan and SRNS safety rules.

The subcontractor shall submit the Safety Professional's resume along with any applicable certifications to SRNS.

To qualify as a subcontractor Safety Professional, personnel will hold at least one (1) of the following:

- 1) Certified Safety Professional (CSP)
- 2) Associate Safety Professional (ASP)
- 3) Bachelor's degree or an Associate degree in Safety and Health through an accredited organization or one recognized by the American Society of Safety Professionals (ASSP).
- 4) A least three (3) years of full-time work experience in the field of safety and health.

The subcontractor Safety staff's duties may include, but are not limited to:

- Manage the subcontractor's safety program and implement the approved Worker Protection Plan consistent with 10 CFR 851 as well as all applicable required regulations.
- Interface with SRNS Safety and Health staff and the Subcontract Technical Representative (STR) to resolve safety and health issues.
- Ensure safety and health requirements have been identified and flowed down to all workers.
- Conduct safety and pre-job meetings as required.
- Attend all injury/incident fact finding meetings or other project related meetings as required.

## Safety Representative

The subcontractor's onsite Safety staff shall work closely with SRNS management to effectively implement the subcontractor's Worker Protection Plan and SRNS safety rules.

The subcontractor shall submit the Safety Representative's resume along with any applicable certifications to SRNS.

To qualify as a subcontractor Safety Representative, personnel will hold at least one (1) of the following:

- 1) A minimum of thirty (30) hours of formal OSHA Safety and Health training or have one of the following certifications:
  - a. Occupational Hygiene and Safety Technician (OHST)
  - b. Construction Health and Safety Technician (CHST)
  - c. Safety Trained Supervisor (STS)
  - d. Safety Trained Supervisor Construction (STS-C)
  - e. Safety Management Specialist (SMS)
- 2) Twelve (12) months experience in Safety & Health with an understanding of 29 CFR 1926 and 29 CFR 1910.

The subcontractor Safety staff's duties may include, but are not limited to:

- Manage the subcontractor's safety program and implement the approved Worker Protection Plan consistent with 10 CFR 851 as well as all applicable required regulations.
- Interface with SRNS Safety and Health staff and the Subcontract Technical Representative (STR) to resolve safety and health issues.
- Ensure safety and health requirements have been identified and flowed down to all workers.
- Conduct safety and pre-job meetings as required.
- Attend all injury/incident fact finding meetings or other project related meetings as required.

# 1. Onsite Industrial Hygiene Staffing Requirements

As noted on the OSR 1-126 Subcontract Field Conditions Form

## Industrial Hygiene Professional

The subcontractor's onsite Industrial Hygiene staff shall work closely with SRNS management to effectively implement the subcontractor's Worker Protection Plan and SRNS safety rules.

The subcontractor shall submit the Industrial Hygiene Professional's resume along with any applicable certifications to SRNS.

To qualify as a subcontractor Industrial Hygiene Professional, personnel will have the following:

- a baccalaureate degree, issued by an accredited college or university in industrial hygiene, engineering, chemistry, physics, biology, medicine or related physical and biological sciences and a minimum of three (3) years full-time industrial hygiene experience.

Note: A completed master's degree in a related physical or biological science, or in a related engineering discipline, may be substituted for one (1) year of the experience requirement; and a similar doctoral degree may be substituted for an additional year of the experience requirement.

The subcontractor's Industrial Hygiene staff's duties may include, but are not limited to:

- Producing or conducting exposure assessments
- Determining appropriate sampling equipment and sampling methods
- Demonstrating technical competency with industrial hygiene equipment
- Maintaining industrial hygiene equipment
- Developing equipment management files and conduct training on equipment
- Notifying supervisors and personnel of sampling and monitoring results
- Performing Industrial Hygiene surveys, sampling, studies, and investigations
- Maintaining records such as exposure assessments, fit-test records, training, any medical surveillance information

## Industrial Hygiene Technician

The subcontractor's onsite Industrial Hygiene staff shall work closely with SRNS management to effectively implement the subcontractor's Worker Protection Plan and SRNS safety rules.

The subcontractor shall submit the Industrial Hygiene Technician's resume along with any applicable certifications to SRNS.

To qualify as a subcontractor Industrial Hygienist Technician personnel will meet one of the following:

- associate degree in industrial hygiene
- associate degree in an allied field and one (1) year experience under the supervision of an Registered Professional Industrial Hygienist (RPIH), Registered Industrial Hygienist (RIH), Certified Industrial Hygienist (CIH), or other health & safety professional.
- have three (3) years of full-time experience under the supervision of an RPIH, RIH, CIH, or other health & safety professional.

The subcontractor's Industrial Hygiene staff's duties may include, but are not limited to:

- Producing or conducting exposure assessments
- Determining appropriate sampling equipment and sampling methods
- Demonstrating technical competency with industrial hygiene equipment
- Maintaining industrial hygiene equipment
- Developing equipment management files and conduct training on equipment
- Notifying supervisors and personnel of sampling and monitoring results
- Performing Industrial Hygiene surveys, sampling, studies, and investigations
- Maintaining records such as exposure assessments, fit-test records, training, any medical surveillance information

## 2. Worker Protection Plan (WPP)

### Overview

The subcontractor's Worker Protection Plan, commonly referred to as a WPP, is intended to reduce or prevent accidental losses, injuries, and illnesses by providing workers with a safe and healthful workplace. A WPP may be similar to a company's Safety and Health Plan but must be tailored to the specific work being performed by the subcontractor on the Savannah River Site property. WPPs accepted by SRNS must be in full compliance with 10 CFR 851 where applicable.

### Instructions

1. Review the minimum program elements applicable to your SRS subcontract by using the completed WPP Checklist (Form A)
2. Review minimum program elements applicable to your SRS subcontract as they are found in 10 CFR 851 and other governing documents (OSHA, ACGIH, etc.)
  - a. **NOTE:** Your company is responsible to implement all applicable 851 requirements via your internal practices, policies, procedures, WPP and when applicable task specific plans. Your company will need to become familiar with these requirements.
  - b. **LINK (10 CFR 851):** <https://www.govinfo.gov/content/pkg/CFR-2012-title10-vol4/xml/CFR-2012-title10-vol4-part851.xml>
3. Locate and review the Statement of Work (SOW), Statement of Work Clauses, Field Condition Form, and any other related documents that may include ESH requirements that need to be incorporated or reflected in your SRS Site Specific WPP
4. Structure your WPP to reflect the minimum program elements identified in the WPP Checklist (Form A) and any applicable additives

### Additional Notes

- If you have questions or need clarification you should contact the appropriate SRS procurement buyer who will arrange an onsite meeting or teleconference with SRS safety personnel responsible for reviewing and accepting your WPP and other related safety submittals.
- If you do not understand the requirements or know how to prepare an acceptable WPP, then you should consult with your manager and seek assistance from your safety or human resource department/representative. If you don't have these resources within your company, you may need to seek an outside source to assist you in preparing your company's WPP and securing other related safety submittal documentation required by the subcontract.
- Once the WPP is complete and accepted, SRNS expects that you provide the necessary training and brief your employees on your SRS Specific Worker Protection Plan before they report to SRS to begin work. Make sure that project management is aware of and has a copy of the accepted documentation.

### 3. Local Medical Providers

Urgent/Prompt Care:	Hospitals:
<p><u>University Prompt Care</u>            1021 Silver Bluff Rd            Aiken, SC 29803            Phone: (803) 648-0587</p>	<p><u>Aiken Regional Medical Center</u>            302 University Parkway            Aiken, SC 29801            Phone: (803) 641-5000</p>
<p><u>Doctors Care – Aiken</u>            850 Aiken Mall Dr SW            Aiken, SC 29803            Phone: (803) 648-1464</p>	<p><u>University Hospital</u>            1350 Walton Way            Augusta, GA 30901            Phone: (706) 722-9011</p>
<p><u>Doctors Care – North Aiken</u>            1029 York St NE            Aiken, SC 29801            Phone: (803) 648-4119</p>	<p><u>Augusta University Medical Center</u>            1120 15<sup>th</sup> St            Augusta, GA 30912            Phone: (706) 721-2273</p>
<p><u>University Prompt Care</u>            107 Walnut Ln #100            North Augusta, SC 29860            Phone: (803) 202-7110</p>	<p><u>Trinity Hospital of Augusta</u>            2260 Wrightsboro Rd            Augusta, GA 30904            Phone: (706) 481-7000</p>
<p><u>Prompt Care &amp; Occupational Medicine Centers</u>            447 N. Belair Rd #101            Evans, GA 30809            Phone: (706) 854-2222</p>	<p><u>Doctors Hospital of Augusta</u>            3651 Wheeler Rd            Augusta, GA 30909            Phone: (706) 651-3232</p>
<p><u>Evans Urgent Care and Family Medicine</u>            800 Oakhurst Dr            Evans, GA 30809            Phone: (706) 364-5500</p>	
<p><u>Martinez Urgent Care</u>            210 Bobby Jones Expy            Augusta, GA 30907            Phone: (706) 855-1755</p>	

## 4. Instructions for Attachments

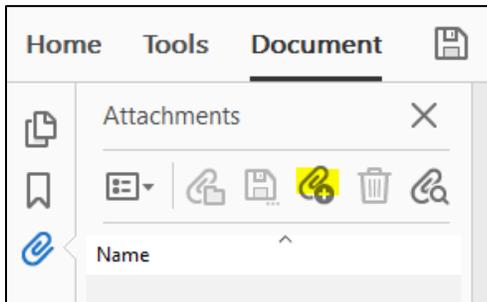
The attachments section outlines supporting documents that must be submitted, when applicable to the contract and included as part of the overall package. The package has been designed for documents to be uploaded directly to the package in support of a single document submission. Please follow the instructions listed below to attach documents to the package. If you do not have access to the appropriate software, are unable to correctly attach documents, or have other questions related to attachments within your package, please contact your assigned Buyer.

1. Locate the *title* of the applicable attachment found under the “Attachments” section.

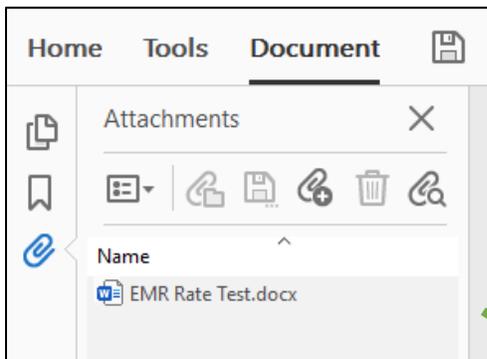
2. “Left” click on the  icon next to the title where you wish to upload a supporting document.

**Attachments:**

-  *Resume (If Applicable)* – On-site safety and industrial hygiene representation requires minimum staffing qualifications. To satisfy this requirement, submit a resume for each proposed individual for review and acceptance.
-  *Insurance Confirmation of EMR Rate* – Subcontractors must provide a letter from its Workman’s Compensation Insurance Carrier certifying the EMR data provided to SRS.
-  *OSHA 300 Logs/Summaries (If Applicable)* – Subcontractors must attach copies of the OSHA Annual Summary Logs (OSHA’s Form 300A) for the previous 3 years.  
NOTE: *Certain exemptions apply per 29 CFR 1904.1 (ten or fewer employees).*
-  *Focused Observation (FO) Checklist (If Applicable)* – SRS has specific Focused Observation (safety) Checklists that subcontractors must incorporate into their WPPs. Checklist applicable to the subcontracted work are found on OSR 1-183. Access each applicable checklist at: [https://www.srs.gov/general/busiops/PMMD/SRNS\\_general\\_provisions.htm#gen\\_provisions-Focused](https://www.srs.gov/general/busiops/PMMD/SRNS_general_provisions.htm#gen_provisions-Focused). Identify the applicable lines of inquiry (LOIs) and complete and sign the bottom portion of each checklist and attach to this packet.



3. An attachments pane will display on the left side of the screen. Left click the paperclip with the + sign. This will display your personal files with the option to “Add Files”. Select the file you wish to upload as supporting documentation and click “Open”.



4. Verify the document has uploaded properly and upload all remaining, applicable, attachments next to their corresponding title.