

US Army Garrison fort Buchanan

Pre-Construction/Execution Safety Brief

Requirements for the Safety Plan submittal (Note: Contract work shall not begin until an approved Safety Plan is on hand)

- 1 Include a "Workplace Assessment" to determine Personal Protective Equipment (PPE) requirements. It is important that once the PPE requirements are set that those requirements be enforced for all employees and visitors to the site. If there are different areas that require distinct PPE then those must be detailed in the plan as well.
- 2 Name a Point of Contact (POC) for safety. Include credentials, contact information and if the POC will be present at the job site. If the POC will not be present 100% of the time then detail when the POC will be present.
- 3 Detail how an injured employee will be handled at the job site. Application of first aid, medical facility where the employee will be transported, means of transportation, designated personnel that will accompany the injured employee, etc.
- 4 Include accident/incident investigation procedures. Preservation of job site, photography/evidence gathering, name personnel assigned this task. Detail how the incident/accident will be reported to the COR and the Installation Safety Officer (ISO). All accidents, requiring medical attention, must be reported within 4 hours of occurrence to 787-707-2418. Contractor will leave a message for the ISO at that number with preliminary information on the accident. Preliminary information shall consist of name of injured employee, brief description of the accident, body parts injured, medical attention provided, prognosis and any other information that can be relayed to the CMDGRP.

5

If required Hot Work permits must be obtained from the Fire Department. Whenever an excavation is required then an excavation permit must be obtained. If the excavation is 4 feet or more deep then proper shoring techniques must be used whenever an employee has to enter and perform a task within that trench. Detail if trenches will be left open overnight and how they will be protected so that USAG-FB residents, visitors, or employees are not placed in danger.

6

Safety Training schedule - such as supervisor safety briefs for employees and frequency of the briefs. State how the safety training schedule will be implemented during the length of the project/contract. Detail how the training will be documented. Documented training must be available for inspection by OSHA and the USAG-FB ISO at the job site.

7

Housekeeping procedures - Work site shall be left clean and orderly everyday. All trash disposal shall be in accordance with established environmental rules and regulations.

8

Detail toxic or flammable materials that will be used during the project/contract.
a) Contractor must maintain a running inventory of hazardous materials to ensure we are aware of any contingencies required during a spill or emergency situation.
b) MSDS's must be available on site
c) Hazardous materials inventory must be available for inspection by the Fort Buchanan ISO, Fort Buchanan Environmental Office or the Directorate of Emergency Services Fire Department.
d) All hazardous materials must be stored properly and secured when not in use.

9

Contractor shall develop an evacuation plan detailing where the rally point is and head count methodology.

10

As a contractor on USAG-FB you must comply with 29 Code of Federal Regulations (CFR) 1910/1926, EM-385-1-1 (Army Corp of Engineers Safety Manual), and all applicable US Army Garrison Fort Buchanan Safety Regulations. All regulations are available from standard government websites or the ISO.

" Ignorance of the law does not excuse you from compliance"

11

All contractor personnel must stay within or near project areas. As a rule US Army Garrison Fort Buchanan personnel are not permitted in the project area unless they are discharging official duties related to that contract. It is your responsibility, as a contractor, to ensure that all personnel entering the worksite or coming in contact with a danger zone don the appropriate personal protective equipment.

12

All contractor personnel must obey traffic regulations on post, especially 10 MPH when passing troops on the road, 15 MPH in the housing and school zones and 20 MPH near building 519 the teen center. Vehicles must provide "right of way" to pedestrians in crosswalks. Motor vehicle operators shall not use a cellular phone while driving unless they are activated with a "hands free" device.

"Do not text while driving"

13

No weapons are allowed on post - Fire arms or personal knives

14

If the contractor is going to use Hilti Power actuated devices then ensure that all personnel that use the devices are properly licensed and detail the size and/or caliber of the charges used. Include in the Safety Plan an inventory of charges and the describe the storage and security used for storage.

15

Federal OSHA has full jurisdiction over all contractor work performed here at the USAG-FB

16

Anyone that observes an Immediately Dangerous to Life and Health (IDLH) condition can halt work until the condition is controlled. The contractor must notify the COR immediately.

17

The work area/site, if applicable, must be clearly identified.