

Section 1.03 Contractor Requirements

▲ Appendix 1.03-C: Contractor Safety Program

Site Specific Written Program Outline: Contractors shall ensure each requirement below is addressed. The written safety program shall be in the order as outlined below. Requirements that do not apply to the contractor's work shall be labeled in the program as "Not Applicable".

I. General Requirements

- A. Statement of Policy: Contractor's employee safety policy and/or commitment to employee safety and occupational health.
- B. Statement of Safety and Health Responsibilities: Attests the contractor is responsible for ensuring that all work will be in compliance with RSHS and contract specifications.
- C. Statement of Compliance with Regulations, Standards, and Codes: Attests the contractor shall comply with OSHA and other regulatory standards applicable to the work being performed.
- D. Statement of Subcontractor Compliance: The contractor shall state they will ensure compliance with governing safety standards and regulations of their employees and sub-contractors.
- E. Safety Inspection Procedures: Contractor inspection procedures consistent with RSHS 1.03.5.b.
- F. Accident Investigation and Reporting Procedures: Contractor near miss and accident reporting procedures consistent with RSHS 1.03.5.d. and e.
- G. Emergency Response Plans that address the following:
 - 1. Coordination plan when external emergency services are necessary, including estimated response time and a site visit if rescue services require special capabilities or equipment.
 - 2. Emergency contacts and procedures to be used during an onsite emergency.
 - 3. Aviation landing zone, including GPS coordinates, and extrication plan for medical response in remote locations.
- H. Required Safety Program Coordination
 - 1. Confined Space Program: Contractor's written confined space plan must address all elements incorporated in Federal OSHA 29CFR1926, Subpart AA and RSHS 1.12.
 - For permit required confined spaces include copies of all rescue plans
 - 2. Control of Hazardous Energy (Lockout/Tagout) Program: Contractor's written lockout/tagout plan must address all elements incorporated in Federal OSHA 29CFR1926.417, RSHS 1.13 and FIST 1-1. Additionally, contractors are required to comply with local facility Hazardous Energy Control Program (HECP) procedures and must coordinate HECP activities with the local Reclamation staff and COR

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3. Electrical safety program: Contractor's written plan must address all elements incorporated in RSHS 1.10 and FIST 5-14. Additionally, contractors are required to be provided and comply with Facility Electrical Safety Program (FESP) and Procedures, and must coordinate activities with the local Reclamation staff and COR
 - Include: Switchgear, transformers, motor control centers, control rooms and generators.
 - Include Arc Flash safety requirements.
4. Hearing Loss Prevention Program: Include a task and site-specific hearing conservation plan.
5. Respiratory Protection Program: Written respiratory protection plan for all respiratory hazards. Identify tasks and operations where respirators will be

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required. The level of respiratory protection required must only be reduced based on an exposure assessment conducted by a Certified Industrial Hygienist (CIH) specific to each operation.

II. Fire Protection Plans

- A. Hazard Identification and Control plans must include:
 - 1. Hazards associated with coating application, hot work, etc.
 - 2. A list of workplace fire hazards, potential ignition sources, safe work procedures, engineering controls and equipment to be used to prevent fires during the applicable process.
 - 3. When working in areas with the potential for a hazardous atmosphere from gases or vapors, include hazard control procedures for potential ignition sources such as but not limited to lighting, motors, heating devices, fans, static electricity (clothing, abrasive blasting, coating spray application, etc.) and small tools.
- B. Offsite Assistance Agreement
- C. Temporary Heating Devices

III. Medical

- A. Facilities: List medical facilities and services, emergency contacts, phone numbers, GPS coordinates, etc. as they pertain to worksite locations.
- B. Training: List personnel/positions requiring First Aid/CPR certifications. Training shall be in accordance with the American Red Cross or the American Heart Association. Online First Aid and CPR training is not acceptable.
- C. Certifications: List medical certifications for specific tasks such as, crane operators (license requirement), truck driver commercial driver's licenses (CDL), etc. List specific tasks or positions requiring a medical evaluation or medical monitoring.
- D. Physician: List physician or medical facility and contact information.
- E. Ambulance: Name, Location, and Telephone Number
- F. Physical Qualifications of Employees: List specific tasks where employees may be expected to perform arduous work.
- G. Fatigue management plan
- H. Heat and cold stress
- I. Records: Where OSHA/RSHS requires employers to have employee medical records available, contractors shall affirm they are able to meet these OSHA requirements.

IV. Communications

- A. Job Hazard Analysis (JHA): Provide a list of proposed JHA's for all high-risk work activities/tasks where the potential consequences could result in serious injuries, fatalities, or significant property damage. Those JHAs must be kept at each location where those activities/tasks are to be performed.

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- B. JHAs must be submitted to the COR where they will be reviewed and either accepted or rejected. JHAs that are rejected must be re-accomplished and resubmitted to the COR for review.
 - C. JHAs must be reviewed and signed by a designated safety professional.
 - D. Employee Training: Where OSHA/RSHS requires formal employee safety-related training, contractors will retain copies of those training records on site.
 - E. Safety Meetings: See RSHS 1.03.2.c. for required safety meetings.
 - F. Onsite Training: List training that will be provided on site to employees.
 - G. Supervisor Training See RSHS 1.03.4.c. for required Supervisor training.
- V. Occupational Health
- A. Procedures and Equipment Utilized to Minimize Hazards: Document procedures used to reduce employee exposures to hazardous chemicals and environments, such as, noise, respiratory, dermal and environmental hazards. Include a job hazard analysis where appropriate.
 - B. Testing Programs for Employees and Work Environments: Document testing methods to include air monitoring, noise monitoring, wipe sampling, etc.
 - C. Qualified Personnel: Where OSHA/RSHS mandates “qualified” or “competent” personnel, identify those employees and the roles they will be performing.
 - D. Personal Protective Equipment (PPE): Ensure PPE is provided in accordance with requirements specified in OSHA 1926, Subpart E and RSHS 1.07.
 - E. Ventilation Plans: Include detailed plans with design calculations for ventilation in areas such as but not limited to confined spaces.
- VI. Machinery and Mechanical Equipment: Provide documentation or a job hazard analysis to identify any heavy construction equipment and large industrial equipment necessary during the contract and address the below requirements:
- A. Procedures and Equipment Used to Minimize Hazards
 - 1. Testing Program for Employees and Work Environments
 - 2. Mobile and Stationary Equipment
 - B. Inspection Procedures
 - C. Maintenance Procedures
 - D. Operating Personnel
 - E. Protective Safety Devices and Certifications
 - F. Elevators and Aerial Lifts
- VII. Excavation and Demolition
- A. Tunnels and Shafts: See RSHS 4.02 for specific requirements.
 - 1. Internal Combustion Engines
 - 2. Ventilation Plans
 - 3. Transportation Systems and Equipment

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- 4. Work Environment Testing
 - 5. Ground Support
 - B. Blasting: See RSHS 4.03 for specific requirements.
 - 1. Blaster Certification
 - 2. Written Procedures
 - 3. Storage
 - 4. Transportation
 - 5. Monitoring
 - C. Excavations Other than Tunnels and Shafts: Provide a detailed excavation safety plan to address all aspects of excavation operations to include the designated competent person and required certifications.
 - 1. Slide Protections
 - 2. Support Systems
 - 3. Inspections
 - 4. Access
 - D. High Scaling
 - 1. Definition
 - 2. PPE
 - 3. Standing Operating Procedures
 - E. Haulage
 - 1. Haul Roads: Document dust control measures (including exposure to silica on dusty gravel roads), direction of travel, signage, traffic control procedures, etc.
 - 2. Equipment and Procedures
- VIII. Working Surfaces: Detail safe work procedures, training and engineering controls for work in elevated areas where employees are exposed to a fall.
 - A. Access
 - 1. Ladders
 - 2. Platforms, Stairways, and Ramps
 - 3. Fall protection
 - 4. Training certifications
 - B. Scaffolding: Include a scaffolding plan indicating what type of scaffolding will be used at the site and provide drawings, design specifications, manufacturer information, fall protection procedures and falling object protection.
- IX. Protection of the Public –
 - A. Include a traffic control plan that address internal traffic control for the protection of employees working on the ground and/or pilot car traffic, etc.
 - B. Signs, Barricades, Fencing
 - C. Flagging Procedures

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- D. Jurisdictional Approvals
- E. Life safety code
- X. Marine and Diving Operations
 - A. Detailed Plan and Written Procedures
 - B. Commercial Diving Training Certificates
 - C. Medical Response and Emergency Oxygen Plan
- XI. Electrical Facilities
 - A. Substations
 - B. Transformers
 - C. High Voltage Protection
 - D. Arc Flash Protection