

OUTLINE FOR SITE SPECIFIC HEALTH & SAFETY PLAN (SSHP)

I. INTRODUCTION

A Site Specific Health and Safety Plan (SSHP) is, in essence, a safety and health policy and program document.

The SSHP shall interface with the employer's overall safety and health program. Any portions of the overall safety and health program that are referenced in the SSHP shall be included as appropriate.

The SSHP shall be submitted to the Presidio Trust Project Manager at least two weeks in advance of the start the project. The document must be submitted in electronic form (as a PDF or Microsoft Word file) to the Trust Project Manager and it will be reviewed by the Presidio Trust Safety and Occupational Manager. Comments on the plan will be submitted back to the Trust Project Manager and the comments shall be incorporated into the SSHP and the revised plan shall be returned to the Trust Project Manager and kept in the Project file.

Notably, as this is a Federal Facility, Federal OSHA is the regulating authority and Cal OSHA has no jurisdiction. The preparer of this document needs to be aware of the Federal OSHA requirements (found in the Code of Federal Regulations) as they pertain to the details of the contracted work at the Presidio.

II. PLAN REQUIREMENTS

The following are typically included and addressed in an SSHP, but a plan shall be job-specific and shall also address any unusual or unique aspects of the project or activity for which it is written. Notably, generic company safety documents (such as an Illness and Injury Prevention Plan) may not be submitted in lieu of the SSHP.

1. SIGNATURE SHEET:

Title, signature, and phone number of the following:

- a. Plan preparer (qualified person such as corporate safety staff person).
- b. Plan must be approved, by company/corporate officers authorized to obligate the company (e.g., owner, company president, regional vice president, etc.)
- c. Plan concurrence (project manager or superintendent, project safety professional)

2. BACKGROUND INFORMATION:

List the following:

- a. Project name;
- b. Scope of Work (Brief project description, and location (map))

3. STATEMENT OF SAFETY AND HEALTH POLICY

Provide a copy of your current corporate/company Safety and Health Policy Statement.

4. RESPONSIBILITIES AND LINES OF AUTHORITIES

- a. Identification and accountability of personnel responsible for safety - at both corporate and project level.

5. SUBCONTRACTORS AND SUPPLIERS

Provide the following:

- a. Identification of subcontractors (if known);
- b. Means for controlling and coordinating subcontractors, and
- c. Safety responsibilities of subcontractors.

6. TRAINING

- a. List subjects to be discussed with employees in tailgate safety Meetings as applicable to the job.
- b. List mandatory training and certifications that are applicable to this project (e.g., explosive, actuated tools, confined space entry, crane operator, vehicle operator, HAZWOPER training and certification, and emergency response/first-aid/CPR)
- c. Outline requirements (who attends, when given, who will conduct, etc.) for supervisory and employee safety meetings.

Notably, the GC, Project Superintendents, their personnel responsible for Safety and Health, and subcontractor(s) Project Superintendents and Safety & Health personnel (if known and available) are required to attend a Contractor Safety Awareness class provided by the Presidio Trust Safety and Occupational Health Manager prior to the commencement of the project.

7. SAFETY AND HEALTH INSPECTIONS

Provide details on:

- a. Who will conduct safety inspections (e.g., PM, safety professional, supervisors, employees), when inspections will be conducted, how the inspections will be recorded, deficiency tracking system, follow-up procedures, etc.

8. SAFETY AND HEALTH EXPECTATIONS AND COMPLIANCE

Provide:

- a. The company's written safety program goals and objectives,
- b. Policies and procedures regarding noncompliance with safety requirements (to include disciplinary actions for violation of safety requirements)
- c. Written company procedures for holding managers and supervisors accountable for safety.

9. ACCIDENT REPORTING

The Contractor shall identify who, how, and when the following will be completed:

- a. Accident investigations, reports, and logs;
- b. Immediate notification of Federal OSHA for major accidents.

10. EMERGENCY CONTACT INFORMATION

The Presidio has its own Police and Fire Departments. In the event of a Police, Fire or Medical Emergency, personnel must dial 415-561-5656. It is highly recommended that this number be programmed into the cell phones of the contractual employees responsible for Health and Safety on the jobsite.

The Fire Department also has an ambulance available for transporting patients to the nearest medical facility appropriate to the nature of the emergency.

Emergency Phone numbers, including Contractor Safety Personnel, shall be posted at the jobsite.

11. UNEXPLODED ORDNANCE DISCOVERY

In the event that Unexploded Ordnance (UXO) is encountered on the jobsite, stop construction immediately, secure the area and notify the Presidio Trust Safety and Occupational Manager at either 415-561-4141 (office) or 415-748-0059 (cell). If the ordnance is accidentally detonated, immediately call the Presidio Police at 415-561-5656.

12. PERSONAL PROTECTIVE EQUIPMENT

Outline procedures to be followed to assure the proper use, selection, and maintenance of personal protective and life saving equipment (e.g., protective footwear, protective gloves, hard hats, safety glasses, hearing protection, body harnesses, lanyards).

13. SAFETY PLANS, PROGRAMS, PROCEDURES

In the event of a Federal OSHA Inspection, it is prudent, if applicable, that the following Safety Plans be readily available at the jobsite:

- a. Emergency Response Plan
- b. Hazard Communication program
- c. Respiratory Protection plan
- d. Lead Abatement plan
- e. Asbestos Abatement plan
- f. Confined Space Entry
- g. Hazardous Energy Control Plan (Lockout/Tagout)
- h. Fall Protection Plan

It is not a SSHP requirement to submit these documents as attachments to this plan.

14. SITE-SPECIFIC HAZARDS AND CONTROLS.

Detail site-specific hazards and the controls that will be utilized.