

Suggested Pre Construction SAFETY CHECKLIST

Sample Model

CONTRACT INFORMATION			
CONTRACT NO:		DO#	LOCATION:
AWARD:	COMPLETION:		MOBILIZATION
SAFETY BRIEFING CHECKLIST			
SAFETY PROGRAM:		PERSONAL PROTECTIVE EQUIPMENT	
Implement safety program conforming to requirements of Federal, State & local laws including US Army Corps of Engrs (USACE) EM-385-1-1, OSHA 29 CFR 1926 (Construction), 29 CFR 1910 (General Ind) & CALOSHA		Shall be worn as required by OSHA or USACE standards. As minimum, long pants, short sleeved shirt, steel-toe safety shoes and glasses shall be worn. When applicable, hearing protection shall be worn.	
Contractor shall submit written program which must be accepted prior to start of work; i.e., Accident Prevention Program & Activity Hazard Analysis containing elements of 01.A.11 & 01.A.13 of EM-385-1-1. Provide emergency on/off-base fire, police, ambulance & medical facility phone numbers. Copy on site!		Hard hats shall be worn and signs will be posted at construction sites. POSITIVE FALL PROTECTION: Guardrail, net, catch platform or harness and lanyard with adequate anchor when working above 6 feet or within 6 feet from edge.	
SAFETY INSPECTIONS		LOCK-OUT/TAG-OUT	
Periodic inspection of work site shall be conducted/documented by Contractor, Competent Person, Quality Control during progress of work.		If any equipment is required to be locked/tagged out(per 29CFR1910.147/1926.417),contractors shall coordinate w/activity and apply their own locks/tags as appropriate.	
WEEKLY SAFETY MEETINGS		FIRE EXTINGUISHERS	
"Tool Box" safety meetings shall be conducted, with documentation (date, attendance, subject, and instructor) which may be reviewed by QA / Inspector.		At least two 10lb ABC extinguishers shall be at job site. If tar kettle is to be used, then two 20-lb ABC type extinguishers shall be present.	
EMPLOYEE TRAINING		DAILY DEBRIS REMOVAL	
Prior to start of work, contractor shall ensure employees are properly trained; i.e., HazComm, HAZWOPER, lead, respirator,asbestos,etc.(NOTE: List is NOT all inclusive.)		Debris shall be removed daily by Contractor, unless otherwise arranged with Contracting Office (e.g., a designated area or dumpster on site).	
DESIGNATED CERTIFIED OPERATORS		HOUSEKEEPING	
Shall be licensed or certified; i.e., CDL licenses, AHERA cert.,herbicide/pesticide applicator license,A/Cmech,etc.		Aisles and exits shall be kept clear at all times.	
CONTR/GOVT EMPLOYEE REPORT OF UNSAFE OR UNHEALTHFUL WORKING CONDITION(S)		HAZARD COMMUNICATION/MATERIAL SAFETY DATA SHEETS (MSDS)	
If unsafe/unhealthful condition cannot be mutually resolved verbally, OPNAV 5100/11 form may be used / submitted to activity for action. Written response must be provided within ten working days.		Prior to bringing material on base, provide MSDSs to Contracting Officer for approval. Copy of MSDSs shall be on work site where hazardous materials are used. Copy to activity safety office. Also, give quantity used.	
EMERGENCY FIRST AID, CPR, FIRST AID KITS		PAINTS/FLAMMABLE LIQUIDS	
At least two persons shall be first aid and CPR trained/qualified at site/each shift.		Storage of flammable material shall be in UL or FM approved flammable lockers or self-closing safety cans.	
A 16-unit First Aid Kit shall be available at the site.		All paints shall contain <0.06% lead. No mercury or mercury compounds, chromates or asbestos.	
Station dispensary is available for serious injuries.		NO fueling shall be done inside buildings.	

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MISHAP REPORTING		CONFINED SPACES	
	Mishaps, other than first aid, shall be logged onto OSHA 200 Form or equivalent.		Follow applicable requirements for entry into or hot work in/on confined spaces and toxic operations.
	Copy of Contractor Significant Incident Report shall be forwarded to Contracting Officer.		Testing shall be conducted by NFPA Certified Marine Chemist, Certified Industrial Hygienist or Competent Person.
	Notify Contracting Officer & OSHA by phone w/in 8 hrs (in writing on CSIR in 24 hours) of death, hospitalization of 3 or more persons or damage of \$25K or more.	HOT WORK PERMIT	
	Fire Alarm / Sprinkler Coordinate w/ Federal Fire Dept. XXXX and		A burning and welding permit shall be obtained from the Federal Fire Department prior to starting hot work.
MACHINERY/MECHANIZED EQUIPMENT INSPECTIONS		BARRICADES, WARNING SIGNS, FENCING FOR PUBLIC SAFETY	
	Machine guards shall be in place as required by HIOSH, OSHA & USACE EM-385-1-1.		Provide barricades, fencing, banner tape. NO YELLOW IN SHIPYARD CIA AREA.
	Prior to bringing larger machinery or mechanized equipment on base, it shall be tested/certified to be in safe operating condition. (Sect 16, EM-385-1-1) (Backhoe, roller, manlift, etc)		Post appropriate or required warning signs when work is being accomplished. (e.g. Danger Asbestos..., Danger Lead..., Powder Actuated Tool In Use, Men Working Above, Hard Hat Area, Hearing Protection..., etc.)
GFCI/ASSURED GROUNDING PROGRAM		EXCAVATIONS, TRENCHING/SHORING	
	All portable electric equipment shall be protected by GFCIs at construction sites, unless directly connected to receptacles of 5KW or smaller ungrounded generators.		Shoring shall be used for unstable soil or depths of >4 feet unless benching, lay-back or other acceptable plan is implemented by the contractor.
TRAFFIC SAFETY PLAN			Work Shall be supervised under direction of a Competent Person.
	If project involves/affects flow of traffic, Traffic Safety Plan using recommendations of Section VI, Manual of Uniform Traffic Control Devices (MUTCD) shall be followed.	X	Excavations shall be covered with trench covers if left unfilled overnight and/or near housing areas. If near roadways or walkways, ILLUMINATE barricades of trenches left unfilled overnight.
SCAFFOLDS		ASBESTOS REMOVAL	
	Are to be erected, dismantled, moved or modified under the direct guidance of an OSHA competent person.		Ten working day notification for demolition or certain asbestos removal operations is required.
LEAD REMOVAL			Have existing materials been tested?
	Has the material been tested?		Has asbestos removal plan been submitted/approved?
	Has a removal plan been submitted?		Dispose of asbestos material per EPA requirements.
UNDERGROUND STORAGE TANKS			Has AHERA training been completed?
	Has a Site Specific Safety Plan been submitted?		
	Has HazWoper training been completed?		
	Monitoring?		
	Spill Contingency Plan?		
MERCURY		PCB	
	Disposal? (Fluorescent lamps, thermostats, monometers)		Disposal? (Ballasts, Capacitors, Transformers)
	Shipyards and SUBASE/IMF have exclusion areas.		