



Administrative Procedures

HMIS-PRO-SP-48065

Subcontractor Safety Processes

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Change Summary

Description of Change

Update several hyperlinks, name on form listed within resources, and other editorial changes.

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1.0 PURPOSE

Subcontractor Safety Process requirements apply to all Hanford Mission Integration Solutions (HMIS) managed on-site subcontracted activities.

This procedure defines the processes and activities to assure flow down of worker safety and health requirements to Subcontractors at all tiers. These processes and activities are performed by the Safety Professional and Industrial Hygiene (Safety&IH) professional in support of or with the Buyer Technical Representatives (BTR), or their designee. This supports the BTR in carrying out their responsibilities as defined in [HMIS-PRO-SC-192](#), *Buyer's Technical Representative Assignment and Duties*, and [HMIS-PRO-SC-186](#), *Statements of Work*. This procedure also implements the flow-down of Special Provisions 5-On-Site Services. The Subcontractor, including all sub-tier Subcontractors, providing on-site services shall perform all on-site work in accordance with the applicable portions of the HMIS's DOE-approved Worker Safety and Health Program ([HMIS-PLN-SP-32219](#), *HMIS Worker Safety and Health Program Description*).

Regardless of the type of subcontract issued, each element of work is issued to the Subcontractor via specific subcontract documents. A BTR is assigned by the requisitioning organization, activity, or cost account manager to a subcontract to act as the day-to-day technical representative. The primary duty of the BTR is to provide technical direction/clarification to the Subcontractor to ensure performance of all elements in accordance with the subcontract without placing emphasis on schedule or cost to the detriment of quality, safety, or the environment. The BTR is responsible for internal coordination of, and interface with, the Subcontractor regarding the various technical requirements, including safety and health requirements. HMIS safety, industrial hygiene, quality assurance and training professionals provide Subcontractor management support to the BTR by communicating requirements and performing assessments, inspections, and/or surveillances to ensure compliance.

2.0 SCOPE

This Level 1 procedure applies to HMIS Subcontractors with activities that trigger on-site Safety & IH requirements. It aids in ensuring the flow-down of a tailored set of requirements based upon the hazards associated with the activity.

3.0 RESPONSIBILITIES

3.1 Safety Professional and Industrial Hygiene (Safety&IH)

The Safety&IH has the responsibility to ensure the following:

- Assist the BTR with identifying hazards for their scope of work.
- Assist the BTR in identifying training requirements for their scope of work.
- Assist the BTR in implementing the safety and health requirements for their scope of work.
- Assist with the safety of the job throughout the life of the contract.
- Utilize the Chemical Management Specialists (CMS) to support use of chemicals brought on-site by the Subcontractor.

3.2 Buyers Technical Representative (BTR)

The BTR is responsible for:

- Reaching out for assistance from the Safety&IH Professionals.
- Reaching out for assistance if there are any changes or added work throughout the contract.
- Ensuring the applicable safety and health requirements for each specific scope is included within the Statement of Work (SOW).
- Communicating the safety and health requirements to the Subcontractor verbally and in writing.
- With assistance and guidance from Safety&IH Professionals, providing response to requests for clarification from the Subcontractor regarding safety and health requirements.
- Ensuring all safety and health requirements are fully implemented by the Subcontractor for their assigned job/scope of work.

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4.0 INSTRUCTIONS

4.1 Pre-Award Activities

Actionee	Step #	Action
Safety Manager	1.	ASSIGN Safety&IH professionals who will support Buyer Technical Representative (BTR) subcontract activities.
Safety&IH	2.	<p>PROVIDE the BTR with Safety&IH related support to fulfill the expectations set forth in HMIS-PRO-SC-192, <i>Buyer's Technical Representative Assignment and Duties</i> and HMIS-PRO-SC-186, <i>Statements of Work</i>.</p> <p>NOTE: Form A-6005-375, <i>Job Hazard Checklist</i>, may be used to analyze the potential hazards for the activities/work task and potential training requirements.</p>
	3.	AID BTR to analyze the activities/work tasks to understand the potential hazards to be encountered during the duration of the subcontract.
	4.	VERIFY that the SOW indicates the work will be performed on-site, includes the applicable safety and health requirements and that the Special Provisions 5 - On-Site Services document contains the safety and health requirements specified in Appendix A, option 1.
	5.	<p><u>IF</u> the work is for construction services, <u>THEN</u> VERIFY that the SOW contains the safety and health requirements specified in Appendix A, Option 2 for all HMIS managed construction jobs.</p> <p>NOTE: <i>Subcontractors will be required to comply with HMIS safety and health procedures (See Appendix B). These procedures are made available on an external web page developed for Subcontractors.</i></p>
	6.	AID the BTR with evaluating Occupational Safety and Health related section of the SOW.
	7.	ENSURE the applicable safety and health requirements and HMIS-PLN-SP-32219 , <i>HMIS Worker Safety and Health Program Description</i> , are included within the SOW.

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Actionee	Step #	Action
Safety&IH	8.	ASSIST the BTR to pre-identify Safety&IH related safety submittals, which will be required to determine if a potential contractor is qualified and used during the course of the subcontracted activity.
	9.	SUPPORT the BTR in the completion of the <i>HMIS Contractor Safety Pre-Qualification Responsibility Determination Worksheet</i> (Site Form A-6004-289 and instructions) for all HMIS managed onsite construction activities.
		NOTE: Form A-6005-375 , <i>Job Hazard Checklist</i> , can be used to analyze the facility hazards.
	10.	SUPPORT the BTR in identifying existing facility hazards (lead, beryllium, asbestos, confined space, etc.) so they can be communicated to the Subcontractor within the SOW.
	11.	REVIEW the applicable portion of proposal responses for determining the Offerors compliance with the safety and health requirements as stated in the SOW.
	12.	PROVIDE the results of Safety&IH review of proposal responses to the BTR through input into the Technical Evaluation applicable to the procurement action.
	13.	PROVIDE clarification(s) as requested by the BTR or Contract Specialist.

4.2 Initial On-Boarding Support

Actionee	Step #	Action
Safety&IH		NOTE: For SOW kick-off meetings other than Construction types, the Safety&IH may support the BTR for the kick-off meeting upon request from the BTR.
	1.	SUPPORT the BTR to deliver the Safety&IH related materials/topic at the Construction kick-off meeting.
	2.	SUPPORT the BTR, by reviewing for approval, all Subcontractor safety related submittals.
	3.	AID Subcontractor in identifying required training based on the Subcontractors approach to the work.

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Actionee	Step #	Action
Safety&IH	4.	For Construction SOW, SUPPORT the BTR, Construction Manager (CM) and Subcontractor in a jobsite walkdown.
	5.	SUPPORT the BTR to ensure that subcontract required Employee Job Task Analyses (EJTAs) and Occupational Medical are completed in accordance with HMIS-PRO-SP-11058 , <i>Occupational Medical Qualification and Monitoring</i> .
		NOTE 1: <i>It is the responsibility of the BTR to ensure that the appropriate hazards and controls are in place prior to performing any newly authorized scope.</i>
		NOTE 2: <i>Only the Contract Specialist may authorize the Subcontractor to perform any new scope or activity.</i>
	6.	SUPPORT the BTR to analyze any new hazards and training requirements associated with any new activity or scope to an existing contract or SOW.

4.3 On Site Work Support

Actionee	Step #	Action
Safety&IH	1.	MONITOR the Subcontractor's compliance with the Safety&IH requirements in accordance with HMIS safety procedures.
	2.	SUPPORT the BTR in the investigation of contract-related Safety&IH events. <ul style="list-style-type: none"> a. ENSURE events are investigated per HMIS-PRO-SP-077, <i>Reporting, Investigating, Managing Health, Safety and Property/Vehicle Events</i>.
	3.	PERFORM quantitative exposure assessments as required by specific procedures or in support of further hazard analysis.

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Actionee	Step #	Action
Safety&IH	4.	<p>ASSIST in the evaluation of unidentified activities or potential additional scope that creates a change to the existing SOW, the following actions will require preparation of a new <i>Job Hazards Checklist</i> (Site Form A-6005-375):</p> <ul style="list-style-type: none"> Contract changes affecting onsite work scope which introduce hazards not previously identified. Substituting of products which would introduce new hazards or other possible health effects.

4.4 Contract Changes

Actionee	Step #	Action
Safety&IH	1.	SUPPORT the BTR when a change to the subcontract is needed due to recognition of a new Safety&IH hazard or requirement.

4.5 Chemical Management Process

4.5.1 Actions Taken Prior to Beginning Work

Actionee	Step #	Action
BTR	1.	<p>ENSURE that the Subcontractor complete the following prior to bringing any chemical product on the Hanford Site:</p> <ul style="list-style-type: none"> Chemical Inventory Worksheet (CIW) Project Specific Hazard Communication Written Program (PSWCHP) in accordance with HMIS-PRO-SP-13299, <i>Hazard Communication (HAZCOM)</i>

NOTE: *The Subcontractors are provided the following links to HMIS chemical management system:*

- Link to the outside internet to access the Hanford SDS/MSDS system. (<https://ehs.hanford.gov/msds/>).
- Link to the Subcontractor document forms (<http://www.hanford.gov/pmm/page.cfm/ContractorForms>).
- Current HMIS Subcontractor Chemical Inventory Worksheet (CIW), [Form, A-6003-412](#) and the form instruction sheet.
- Template of the Project Specific Written Hazard Communication Program (PSWHCP) [Form A-6006-332](#).

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Actionee	Step #	Action
BTR	2.	FORWARD the completed CIW form and PSWHCP document to the designated IH and the CMS for review, comments, and approval.

4.5.2 Performing work on the Hanford Site

Actionee	Step #	Action
BTR	1.	NOTIFY IH and CMS of any reported increases in the estimated quantities listed in the CIW, including products that have been delivered or changes that have been made to the storage locations.
	2.	PROVIDE the product use quantities for Emergency Planning Community Right to Know Act (EPCRA) to CMS.
	3.	RETAIN Safety Data Sheets (SDS) approved CIW forms at the immediate site in accordance with HMIS-PRO-SP-13299 .
	4.	ENSURE all primary and secondary chemical product containers have clear and legible labeling information.

4.5.3 Actions to be taken upon work completion or end of the calendar year

Actionee	Step #	Action
CMS/Environmental Compliance Officer (ECO)		NOTE: <i>All waste generated is managed in accordance with the approved Waste Planning Checklist.</i>
	1.	ARRANGE the removal of any used chemical products and chemical waste with BTR.
BTR	2.	ENSURE the removal of all chemical products from the site and have been properly disposed of.
	3.	ARRANGE for the removal of any unused chemical products <u>AND DISPOSITION</u> chemical wastes with ECO/CMS.
	4.	OBTAIN certified CIW form <u>AND FORWARD</u> copies of the form to the CMS.
CMS	5.	UPDATE the CITS database.

Actionee	Step #	Action
EPCRA-SME/CMS	6.	PROCESS <u>AND</u> REPORT the compiled data from the CIW form in accordance with EPCRA requirements.
SDS/MSDS Administrator	7.	RECEIVE SDSs <u>AND</u> ASSIGN Hanford SDS numbers.
	8.	REVIEW SDS for missing data <u>AND</u> CONTACT requestor and/or manufacturer if needed.
	9.	PROCESS SDS information into the SDS/MSDS database.

5.0 RECORD IDENTIFICATION

All records are generated, processed, and maintained in accordance with HMIS-PRO-RM-10588, *Records Management Processes*, or HMIS-PRO-RM-32281, *Electronic Records Management*, as applicable.

Records Capture Table

Name of Document	Submittal Responsibility	Retention Responsibility
A-6004-289 Subcontractor Responsibility Determination Safety: Point Scale Work Sheet	Buyer Technical Representative	HMIS Procedures/IDMS

6.0 SOURCES

6.1 Source Requirements

10 CFR 851, *Worker Safety and Health Program*
 DEAR 970.5223-1, *Integration of Environment, Safety, and Health into Work Planning and Execution*
[HMIS-PLN-SP-003](#), *Integrated Environment, Safety and Health Management System Description*
[HMIS-PLN-SP-32219](#), *HMIS Worker Safety and Health Program Description*

6.2 References

[HMIS-PRO-RM-10588](#), *Records Management Processes*
[HMIS-PRO-RM-10588](#), *Records Management Processes*
[HMIS-PRO-RM-32281](#), *Electronic Records Management*
[HMIS-PRO-SC-186](#), *Statement of Work*
[HMIS-PRO-SC-192](#), *Buyer's Technical Representative Assignment and Duties*
[HMIS-PRO-SP-077](#), *Reporting, Investigating, Managing Health, Safety and Property/Vehicle Events*
[HMIS-PRO-SP-079](#), *Job Hazard Analysis*
[HMIS-PRO-SP-10468](#), *Chemical Management Process*
[HMIS-PRO-SP-7652](#), *Safety and Health Inspections*
Special Provisions – On Site Services (SP-5)

6.3 Forms

[A-6003-412](#), *HMIS Subcontractor Chemical Inventory Worksheet*
[A-6004-289](#), *HMIS Contractor Safety Prequalification Responsibility Determination Worksheet*
[A-6005-375](#), *Job Hazard Checklist*
[A-6006-332](#), *Project Specific Hazard Communication Written Program*

APPENDIX A - Statement of Work Template Options

There are two options for Safety Professional and Industrial Hygiene (Safety&IH) to select from when supporting the Buyer Technical Representative (BTR) in development of a Statement of Work. Each option aides the uniform, but tailored, identification and flow-down of Hanford Mission Integration Solutions (HMIS) requirements to those companies to which HMIS extends subcontracts. The requirements must be flowed down to lower tier Subcontractors. Options are:

Option 1: All HMIS managed on-site activities will flow down these requirements by specifying in the SOW that “Subcontractor and its lower tier Subcontractors shall be responsible to comply with all safety and health requirements as stated. Hanford Site activities which are non-hazardous or non-complex and will be under the direction of HMIS supervision. The following is the minimum to be inserted into the Special Provisions -5 – On-Site Services:

- a. The Subcontractor and its lower-tier Subcontractors shall perform work on the Hanford Site in accordance with the Buyer’s DOE approved Worker Safety and Health Program (HMIS-PLN-SP-32219, *HMIS Worker Safety and Health Program*), Safety and Health Procedures, and applicable Site-wide Safety Programs.

Buyer’s Safety and Health Procedures are available on the internet at:

- b. [Worker Protection Virtual Manual](#). The documents on this site are kept current and are readily available for Subcontractor and lower-tier Subcontractor use.
- c. The Subcontractor shall exercise a degree of care commensurate with the work and the associated hazards. The Subcontractor shall ensure that management of Safety and Health functions and activities is an integral and visible part of the Subcontractor’s work planning and execution processes. As a minimum, the Subcontractor shall:
 - Thoroughly review the defined scope of work.
 - Identify hazards and Safety and Health requirements.
 - Analyze hazards and implement controls.
 - Perform work within controls.
 - Provide feedback on adequacy of controls and continue to improve ES&H management.
- d. The Subcontractor shall flow down ESH&Q requirements to the lowest tier Subcontractor performing work on the Hanford site commensurate with the risk and complexity of the work.
- e. The Subcontractor and its lower-tier Subcontractors shall take all reasonable precautions in the performance of the work to protect the safety and health of employees and of members of the public. The Subcontractor and its lower-tier Subcontractors shall be responsible to comply, without additional expense to the Buyer, with new or modified State, Federal, and DOE requirements or regulations. Where there is a difference in regulations or requirements, the most stringent shall apply.

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- f. Subcontractor shall perform work in compliance with facility-specific procedures and requirements documents applicable to the work area.
- g. Subcontractor shall take appropriate action, up to and including stopping work, and immediately notify the Buyer if an unplanned risk or hazard is discovered that is not covered by directions provided by Buyer. This action includes notifying the Buyer if the work exposes their workers to hazards that require exposure assessment, medical examinations, or training.
- h. Subcontractor and its lower-tier Subcontractors shall be responsible to complete an Employee Job Task Analysis (EJTA) in accordance with HMIS-PRO-SP-11058 for any of the following situations:
 - 1. For any Subcontractor employee who will be on the Hanford Site for more than 30 days in a rolling year from the start of the project.
 - 2. For any Subcontractor employee who may potentially be exposed to hazards (e.g. radiological, beryllium, hazardous wastes, noise) while performing in accordance with the subcontract statement of work.
 - 3. For any Subcontract employee enrolled in a medical or exposure monitoring program required by 10 CFR 851, and/or any other applicable federal, state or local regulation or other obligation.

If any of the above conditions are met, the Subcontractor employee is to have a current approved EJTA prior to that employee beginning work on the Hanford Site.

Note: If the services being provided to HMIS are defined as “commercial items” as defined in the Federal Acquisition Regulations, they are exempt from this requirement.

Off-site activities are comprised of work performed outside of the Hanford Site, DOE-owned, leased, or controlled locations. Workers that are on-site for 30 days or less in a rolling year from the start of the project are considered off-site workers for EJTA purposes. Subcontractor shall immediately notify the BUYER if an off-site worker status changes to on the Hanford Site for more than 30 days in any rolling year from the start of the project.

- i. Subcontractor and its lower-tier Subcontractors shall use the Hanford Site Occupational Medical Provider for first aid treatment and the Hanford Fire Department or Richland Fire Department (depending on location of incident) for ambulance service for urgent medical situations requiring care and transport.
- j. Subcontractor shall ensure their employees and lower-tier Subcontractor employees have received the identified safety-related training as required by HMIS safety and health procedures.

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- k. Specific health and safety requirements for the execution of the scope of work described in this document will be stipulated in the Buyer's Site-specific Health and Safety Plans, Job Hazard Analysis (JHA) and Radiological Work Permits, as applicable. The Buyer's safety and health requirements will be communicated to the Subcontractor through HGET, facility-specific training and orientation, and pre-job briefings. A pre-job safety meeting, including any personnel associated with the field work, will be held before the performance of the field work.
- l. The Subcontractor shall prepare a Job Hazard Analysis (JHA) as required by and in accordance with the requirements specified in section 4.6 of HMIS-PRO-SP-079, Job Hazard Analysis (JHA). The Subcontractor will comply with the requirements specified within any JHA document (e.g., AJHA, JSA, Work Order, etc.) associated with the Subcontractor's description/scope of work. All applicable JHAs shall be reviewed and approved by the Contracting Officer and HMIS Safety & Health Field Support and provided for review to all Subcontractor personnel before the initiation of field activities
- m. The Subcontractor will supply all appropriate personal protective equipment (PPE) needed by Subcontractor personnel.
- n. The Subcontractor shall immediately notify the BTR and the Contract Specialist of any injuries or incidents; to include damage to Subcontractor-owned property or equipment.
- o. The Subcontractor shall provide Buyer with a copy of all reports made to government agencies or insurance companies relating to jobsite accidents and injuries.
- p. The HMIS Subcontractor Chemical Inventory Worksheet (CIW), Form A-6003-412 Section A, shall be prepared and submitted for approval as described in HMIS-PRO-SP-48065. This form shall be completed and submitted for the Buyer's approval. Submit a copy of the current Safety Data Sheet (SDS) with the form. Chemical products shall not be brought on-site until written approval is provided by the BTR. A new CIW shall be submitted for new chemical products added to the job until the task is closed.

Option 2: Required in addition to option 1, for all HMIS managed on-site construction activities.

The following statements are the minimum to be inserted into the Statement of Work:

- The Subcontractor shall perform work safely, in a manner that ensures adequate protection for employees, the public, and the environment, and shall be accountable for the safe performance of work. The Subcontractor shall comply with, and assist the Buyer in complying with Environmental, Safety, Health, and Quality requirements of all applicable laws, regulations, and directives.

The Subcontractor shall provide a Safety Professional for their job. The Subcontractor safety professional is an individual that is not the supervisor for the project. The safety professional works closely with their supervisor and their Subcontractor's supervisor(s) to ensure that work is performed in a safe manner. Contractors will submit the resume of their safety professional who meets the qualifications listed. The responsibilities of that position are included below:

Qualifications:

- OSHA 30 hour for Construction AND
- Minimum of 5 years of construction experience with a role that involves Safety and Health oversight AND
- A Certification such as OHST/CHST or greater OR a degree in Safety and Health AND
- Must be current to HMIS Safety and Health Program Orientation (Given by HMIS Safety and IH Professionals).

Responsibilities:

- Develop and maintain the Job Hazard Analysis throughout the project.
- Develop and maintain permits/plans that are generated by the Subcontractor and their sub-tier Subcontractor(s).
- Perform daily inspections with their project supervisor (it is expected that the Safety Professional will perform this at the job site).
- Ensure that the supervisor is documenting the daily inspections, including both positive observations and deficiencies along with corrective action.
- Attend pre-job meeting at least once/week.
- Work alongside supervisor to ensure that equipment on site is properly maintained.
- Work alongside supervisor to ensure that each employee's (and sub-tier employee's) training records and EJTA's are approved prior to performing work and maintained current throughout the project.
- Work alongside supervisor to ensure that products/chemicals (provided by the Subcontractor and lower-tier Subcontractor) are submitted and approved prior to use.
- Attend kick-off meetings and progress meetings.
- Attend job walk-down after award of contract with supervisor, HMIS Construction Manager and HMIS Safety Professional.
- Participate in scored inspections with supervisor, HMIS Construction Manager, and HMIS Safety Professional.
- Required to be on-site during high risk or critical activities.
- Available in case of an event and perform event investigation.
- Participate in any fact-finding meetings.

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- Work alongside supervisor to ensure that the work is being accomplished following HMIS and DOE Safety and Health procedures.
- Work alongside supervisor to help resolve employee concerns.
- Responsibilities may increase if HMIS deems more rigorous oversight as needed.

The Subcontractor shall provide a Supervisor for their job. The Subcontractor's supervisor is an individual that is running the project. The supervisor is responsible for the safety of the project. The supervisor works closely with their company's safety professional and their lower tier(s) Subcontractor's supervisor(s) to ensure that the work is performed in a safe manner. The Subcontractor will submit the resume of the designated supervisor who meets the qualifications listed. The responsibilities of that position are included below.

Qualifications:

- OSHA 10 hour for Construction AND
- Must be current First Aid and CPR AND
- Must be current to HMIS Safety and Health Program Orientation (Given by HMIS Safety and IH Professionals).

Responsibilities:

- Be on the job site when work is being performed and when equipment/materials are being dropped off and picked up.
- Develop and maintain the Job Hazard Analysis throughout the project.
- Develop and maintain permits/plans that are generated by the Subcontractor and their sub-tier Subcontractor(s).
- Perform daily jobsite inspections.
- Document the daily inspections, including both positive observations and deficiencies along with corrective action.
- Conduct pre-job meeting.
- Work alongside company safety professional to ensure that equipment on site is properly maintained.
- Work alongside company safety professional to ensure that each employee's (including sub-tier employee's) training and EJTA's record is approved prior to performing work and maintained current throughout the project.
- Work alongside company's safety professional to ensure that products/chemicals (including products provided by sub-tier Subcontractors) are submitted and approved prior to use.
- Attend kick-off meetings and progress meetings.
- Attend job walk-down after award of contract with company safety professional, HMIS Construction Manager and HMIS Safety Professional.

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- Participate in scored inspections with company safety professional, HMIS Construction Manager, and HMIS Safety Professional as documented on the Safety and Health Scored Inspection for Construction Sites (Form A-6004-276).
- Assist with event investigation.
- Participate in Buyer investigations and fact-finding meetings.
- Work alongside company safety professional to ensure that the work is being accomplished following HMIS and DOE Safety and Health procedures.
- Work alongside company safety professional to help resolve employee concerns.

If Industrial Hygiene (IH) monitoring is required for anticipated hazards (e.g. noise, heat stress, chemical, hazardous environment, etc.) it shall be documented in a Job Hazard Analysis. The HMIS IH will provide equipment, monitoring personnel, and be responsible for records maintenance (including communication of monitoring results). The Buyer's Safety and Health Procedures are available on the internet at [Worker Protection Virtual Manual](#).

- It is the Subcontractor's responsibility to assure compliance with the applicable procedures. The Subcontractor shall take appropriate action, up to and including stopping work, and immediately notify the Buyer's Technical Representative (BTR) or Construction Manager, if an unplanned for risk or hazard is discovered that is not covered by their JHA, Permits and/or Plans. This includes notifying the BTR, if the work exposes their workers to hazards that require medical monitoring.
- Prior to start of work the Subcontractor shall submit the following to the BTR:
- A Job Hazard Analysis (JHA) and Certification in writing that all equipment to be used on the project site meets applicable Federal, State (if applicable), and the Buyer's safety requirements.
- The Subcontractor shall perform a walk down of the actual construction site with the HMIS Safety & IH Representative and Construction Manager prior to start of on-site work.
- The Subcontractor shall at all times maintain the work area in a neat, clean, and safe condition; and maintain access to the building for facilities personnel through the use of signs and barricades. Post "Construction Area" or appropriately worded signs accordingly. Remove all "Subcontractor Owned" and generated materials from the premises upon completion of the work.
- Failure of the Subcontractor or its sub-tier Subcontractor(s) to comply with any of the health and safety requirements set forth in this Subcontract shall constitute a material breach of the Subcontract, entitling Buyer to terminate the Subcontract.

Safety/Health assumptions (Author to input each assumption that could be on the job, i.e., asbestos, hexavalent chromium, radiological contamination, beryllium, welding, silica, special confined space considerations, special fall protection considerations).

APPENDIX B - WORKER PROTECTION VIRTUAL MANUAL

DOCUMENT NUMBER	TITLE
<i>POLICIES</i>	
HMIS-POL-SP-4361	<i>HMIS Expectations for Worker Involvement</i>
HMIS-POL-SP-5053	<i>HMIS Policy for Environment, Safety, Health and Quality</i>
HMIS-POL62103	<i>Slow Moving Vehicles</i>
<i>PLANS</i>	
HMIS-PLN-SP-003	<i>Integrated Environment, Safety, and Health Management System Description</i>
HMIS-PLN-SP-32219	<i>HMIS Worker Safety and Health Program Description</i>
HMIS-PLN-SP-41080	<i>Hanford Integrated Standards Management Plan</i>
HMIS-PLN-SP-41930	<i>Nuclear Safety Protocol</i>
<i>REQUIREMENTS DOCUMENTS</i>	
HMIS-RD-SP-10321	<i>Walking-Working Surfaces</i>
HMIS-RD-SP-10743	<i>Safety Communications</i>
HMIS-RD-SP-10972	<i>Elevating Work Platforms</i>
HMIS-RD-SP-11166	<i>Control of Working Hours</i>
HMIS-RD-SP-11198	<i>Storing, Using and Handling Compressed Gases</i>
HMIS-RD-SP-11812	<i>Occupational Noise Exposure and Hearing Conservation</i>
HMIS-RD-SP-12389	<i>Occupational Lead Exposure Control</i>
HMIS-RD-SP-13299	<i>Hazard Communication</i>
HMIS-RD-SP-15097	<i>Asbestos Control – Construction Industry</i>
HMIS-RD-SP-15245	<i>Asbestos Control – General Industry</i>
HMIS-RD-SP-24243	<i>Portable and Fixed Ladders</i>
HMIS-RD-SP-29096	<i>Tags, Signs, and Barriers</i>

NOTE: Employees may print off this document for reference purposes but are responsible to check HMIS PS to ensure the most current version is used to prevent unintended use of obsolete versions.

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DOCUMENT NUMBER	TITLE
HMIS-RD-SP-43284	<i>Fall Protection</i>
HMIS-RD-SP-48351	<i>Working Alone – Two Man Rule</i>
HMIS-RD-SP-49349	<i>Safety and Health Compliance</i>
HMIS-RD-SP-49464	<i>Machine Guarding</i>
HMIS-RD-SP-49920	<i>Hand and Portable Power Tools</i>
HMIS-RD-SP-7085	<i>Safety, Health, and Environmental Responsibilities</i>
HMIS-RD-SP-7459	<i>Safety Showers and Eyewashes</i>
HMIS-RD-SP-8471	<i>Ergonomics</i>
HMIS-RD-SP-9237	<i>Motor Vehicle Safety</i>
HMIS-RD-FP-9717	<i>Fire Prevention for Construction/Occupancy/Demolition Activities</i>
HMIS-RD-SP-9900	<i>Hot Work Performance Requirements</i>
PROCEDURES	
HMIS-PRO-SP-077	<i>Reporting, investigating and Managing Health, Safety and Property/Vehicle Events</i>
HMIS-PRO-SP-079	<i>Job Hazard Analysis</i>
HMIS-PRO-SP-095	<i>Scaffolding</i>
HMIS-PRO-SP-104	<i>Aviation Safety Program</i>
HMIS-PRO-SP-10468	<i>Chemical Management Process</i>
HMIS-PRO-SP-10648	<i>Automated External Defibrillators</i>
HMIS-PRO-SP-11058	<i>Occupational Medical Qualification and Monitoring</i>
HMIS-PRO-SP-121	<i>Heat Stress Control</i>
SP-PRO-SP-17916	<i>Industrial Hygiene Baseline Hazard Assessments</i>
HMIS-PRO-SP-28034	<i>Adverse Weather</i>
HMIS-PRO-SP-31697	<i>Controlling Exposures to Hexavalent Chromium</i>

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DOCUMENT NUMBER	TITLE
HMIS-PRO-SP-37485	<i>Material Handling & Control of Loads</i>
HMIS-PRO-SP-409	<i>Industrial Hygiene Monitoring, Reporting, and Records Management</i>
HMIS-PRO-SP-43713	<i>Laser Safety</i>
HMIS-PRO-SP-45009	<i>Personal Protective Equipment</i>
HMIS-PRO-SP-45039	<i>Biological Hazards (including Bloodborne Pathogens)</i>
HMIS-PRO-SP-46949	<i>Radiofrequency Radiation Safety</i>
HMIS-PRO-SP-48065	<i>Contractor Safety Process</i>
HMIS-PRO-SP-48856	<i>Roof Assessment Process</i>
HMIS-PRO-SP-61800	<i>Respirable Crystalline Silica</i>
HMIS-PRO-SP-7652	<i>Safety and Health Inspections</i>
HMIS-PRO-SP-8366	<i>Facility Hazard Categorization</i>
OTHER	
HMIS-OTHER-SP-1200369	<i>HMIS General Hazard Analysis</i>
HMIS-PRO-EU-066	<i>Electrical Utilities Lock and Tag Program</i>
HMIS-GD-SP-8800	<i>Office Safety</i>
Site Wide Standards	
DOE-0336	<i>Hanford Site Lockout/Tagout Procedure</i>
DOE-0342	<i>Hanford Site Chronic Beryllium Disease Prevention Program (CBDPP)</i>
DOE-0342-001	<i>Hanford Site Beryllium Work Permit (BWP) and Hazard Assessment Procedure</i>
DOE-0342-003	<i>Hanford Site Beryllium Posting and Labeling Requirements Procedure</i>
DOE-0342-005	<i>Hanford Site Evaluation of Electrical Equipment for Beryllium Procedure</i>
DOE-0343	<i>Stop Work</i>

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DOCUMENT NUMBER	TITLE
DOE-0344	<i>Hanford Site Excavating Trenching and Shoring</i>
DOE-0346	<i>Hanford Site Fall Protection Program</i>
DOE-0352	<i>Hanford Site Respiratory Protection Program</i>
DOE-0355	<i>Hanford Standardized HAZWOPER Training Program Description</i>
DOE-0359	<i>Hanford Site Electrical Safety Program</i>
DOE-0360	<i>Hanford Site Confined Space Procedure</i>
DOE-0400	<i>Hanford Site-Wide Employee Concerns Program Procedure</i>
DOE-RL-92-36	<i>Hanford Site Hoisting and Rigging Manual</i>