This template is being provided to assist our teams and subcontractors in putting together their Site Specific Safety Plan (SSSP). Samet Corporation requires this information to be completed, reviewed, and available on site to help ensure the safety of all site workers, visitors, and staff. Once Samet Corporation has reviewed and all final edits are made the subcontractor must supply Samet Corporation with one (1) electronic copy and one (1) hard copy to keep on site. Copy must include a signature line for your proposed site Superintendents and Foreman’s to acknowledge they have read and understand the contents of the SSSP. A copy of your company safety program may also be required.

At Samet Corporation’s discretion we may ask that any, or all, sub-tier contractors submit their own SSSP in conjunction with the prime subcontractor. If their scope of work is similar then we may ask that the sub-tier contractor’s Superintendent and/or Foreman, read, acknowledge, and sign off on the prime subcontractor’s SSSP.

This template is not designed to be all inclusive of the requirements in your entire contract and does not relieve the subcontractor of any laws or local authority having jurisdiction requirements, but is designed to help each subcontractor identify their risk and mitigation strategies as well as required training for workers.

Items listed below in **BOLD** are the headings that require explanation. Wording highlighted in RED is only to help trigger some thought for this particular project and will need to be replaced and/or added to so that your plan will indeed be site specific. Not all headings will pertain to everyone’s scope of work so you may just mark those areas N/A

If you have questions or concerns regarding the format or content, please contact the project site team.

Thank you in advance for your hard work and dedication in making this a successful and safe project for all.

**Company Name XXXXXXXXXX**

Project Specific Environmental Health and Safety (EH&S) Plan

ABC Project

Such & Such Street

Anywhere, NC 12345

**Scope of Work Statement**

Describe your general trade scope of work for the project.

**Sub-tier Contractors**

Please provide a list of known sub-tier contractors or temporary labor services that you know you will be using

**Designated Safety Representative(s)**

Name the person who will be responsible for daily onsite safety for the company, include the name of their qualified back up as well. If this person has an OSHA 10 or 30-hour card include proof of their qualifications. If known, include any safety representatives the sub-tier subcontractors will be bringing or any safety consultants that you may be using. Please provide a roles and responsibility chart dedicated to safety for your project team. Also include contact information and qualifications for your company Safety Director/Manager, office and cell phone.

**Identification of Risk and Plans to Mitigate All Hazardous Work**

*This area should be specific and detailed. Subcontractor should think through the entire project and identify high risk activities or known safety conditions and identify desired solutions. Final detail will be in the daily pre-task planning, but major risk should be covered here. It is known, and understood, that some items may need to be changed and tweaked as work progresses, but we should not wait to develop these solutions on the day the work starts. This risk analysis should start with the site logistics planning, delivery of tools and materials, and end with the final cleaning and locking of the doors. This can be a word document or a chart like example below. This example is not all-inclusive of the information expected.*

|  |  |  |
| --- | --- | --- |
| **TASK TO BE PERFORMED** | **HARZARD ASSOCIATED WITH TASK** | **PLAN TO ELIMINATE/MITIGATE HAZARD** |
| Installation of site fence | Underground utilities, public interaction, heavy traffic at peak times, etc. | Locate public and private underground utilities and mark with semi-permanent markers, use trained flagger to direct traffic and people as needed and schedule work at non-peak hours Clean up area as work progresses and leave no hazards unattended to, etc. |
| Underground utility installation | Existing utilities, trench collapse, undermining existing structure/roads/sidewalks, etc. | Locate both public and private utilities, use trench box due to limited room to bench trenches, etc. |
| Steel erection | Falls, falling materials, access to load upper floor materials, shafts/holes.  Crane activities, erection/dismantling, overhead power lines, unloading trucks, ground conditions, qualified/competent workers, leading edge (decking), etc. | Full perimeter protection with designated loading area, stairs installed with structure, hole covers screwed down, netting-personnel and debris  Designated AD Director, Flag overhead lines and post signage, loading/unloading plan with steel supplier, training certificates on site, netting under deckers, ground compaction confirmed, etc. |
| Final cleaning | Falls, chemical use, etc. | Lifts for exterior and clearstory area, MSDS reviews on cleaning chemicals, etc. |

**Fall Protection Plan**

Detail the fall risk areas of the project (steel erection, ladder use, lift use, OH rough ins, working on edge of building, roof work, masonry, shaft work, open trenches and excavations, etc.) and address the type of protection that you plan to implement. Be sure to use the Hierarchy of Risk Control to determine the safest manner to protect workers from falling. Harness use with 100% tie off should be the last resort if possible. Do not forget to include a rescue plan. This plan should also cover the risk of falls of material and tools as well. Mitigation could be netting, tethering tools/material, sidewalk covers, exclusion zones, etc. Anchorage and attachment points, adherence to 6’ fall protection policy, engineered systems should also be explained in this section. Fall protection training, and proof of it, is required for anyone working at heights per OSHA. Scaffold use should also be discussed in this section with proof of training of your competent person and user training for all workers on scaffold. **Samet may do a 3rd party inspection of all mast climbers once set up on site.**

**Trenching and Excavations**

This section should cover mainly your deeper excavations and trenches, over 4’. Locations and depths should be determined ahead of subcontractors mobilizing to the site. Explain the type of protection in and at the top of trench if not addressed in fall protection plan. This section should include air monitoring, water intrusion, name of competent person, egress, wheel stops, and rescue plan. Address how you will protect areas if left open over one full shift of work, regardless of depth. You will need to identify the competent trenching and excavation person and their qualifications along with proof of training for workers in trenches.

**Confined Space**

Identify all areas that you will consider in your scope of work to be “**Confined Space**” and enter your company plans or procedures to deal with it. This section should also include verification of training for workers who will be involved with or entering the confined space, and your competent person.

**Steel Erection Procedures**

Detail anything that was not covered in the fall protection or hazard analysis above. This could include sequence of work, miscellaneous metals, ornamental metals, xmas treeing, critical lifts, etc. Provide copies of training documentation for CCO operator and qualified riggers and signal persons. If your scope includes any lifts deemed critical, meaning ≥75% over crane rated capacity, then it needs to be identified here. Please include your lift plan for the project showing crane capacity and swing radiuses. **Samet may do a 3rd party inspection of cranes once set up on site**

**Silica Exposure**

Submit written exposure control plan explaining how you will prevent Silica exposure pursuant to OSHA 29 CFR 1926.1153 for your workers and any workers in your area. These shall include approved engineering controls such as wet sawing, heppa vacuums, or misting. Wearing a dust mask is not considered engineering controls.

**Lock Out/Tag Out Procedures**

This must be your company’s procedures and pertain to any item or **tool** that has the possibility to release stored energy or create a hazard if not properly locked out. Maintenance of tools and equipment should be considered under this heading.

**Hot Work Policy – Requires Permit**

All contractors are to have a designated fire watch and may require a hot work permit for hot work processes, anything that produces spark or flame. Explain how you plan to implement that procedure. Identify competent person for filling out paperwork, and receiving permits. All employees involved in hot work are required to be properly trained, fire extinguisher training etc. This section will cover inspections and fire extinguishing equipment/prevention.

**Personnel Certifications**

Training records should be collected from your workers as soon as possible (best with subcontractor’s site safety plan) but no later than your on-site orientation before they start work. Copies of these documents should be kept on site. Explain how you will track training records. The NC OSHA Standards are a great reference to understand who and what qualifications are required for your scope of work. Please include the names of employees on site with OSHA 10, OSHA 30, and OSHA #500

**Weekly Toolbox Talks**

These will be required to be turned into Samet weekly. Please indicate here what day of the week we can expect these.

**Hazard Communication Policy**

SDS can be a very important document for contractors to review as needed. How will you collect and verify that you have the right information on site? A binder of SDS, covering all of your **onsite products only** shall be turned into Samet Corporation before mobilizing to the site. SDS must be submitted by way of a hard copy in a binder. This submission shall also include an overall master list of all chemicals/products that you are submitting as site specific.

**Inspection Process**

In this section the Subcontractor shall explain their procedure for regular site safety inspections, how often, who will do it, and procedure used, and also any inspections you will require from your sub-tier subcontractors. Please include a copy of your safety inspection form.

**Disciplinary Policy**

Subcontractor should explain their disciplinary policy for this site, retraining, etc. Samet Corporation reserves the right to remove anyone from the site at any time. Our preference is to re-train the worker and use that situation to help inform other workers on the proper way to do things. This may include your worker doing a mini-teach or speaking at our site wide safety meetings.

**Specialized PPE**

Acknowledge the sites basic requirements, i.e. hard hat, safety glasses, boots, hi-visibility vest, cut resistant gloves when needed. Also, explain any condition that will warrant any special PPE, i.e. full face shield, ear protection, respirator, chemical resistant gloves, etc. Rx glasses must meet ANSI Z-87. 1-1989 with side shields or protective glasses over top. Each worker must have their full name and the name of their company on the front of their hard hat

**Housekeeping Procedures**

The contract is clear about the housekeeping requirements. In this section the subcontractor shall explain how they will enforce proper housekeeping. Samet Corporation reserves the right to have any subcontractor’s area cleaned should they fail to clean up after themselves. Charges will be back charged as appropriate

**Material Handling**

Provide your procedures/plan for material handling around the site. Manual handling if needed verses equipment, i.e. dollies, forklift, pallet jack, sheetrock cart, etc.

**Hazardous Material Information**

Subcontractor should explain procedures they may have to deal with this from a construction standpoint. Materials and method of protection should be explained for your workers as well as anyone who could be affected if in the area. This could pertain to lead, toxic fumes, etc. Please include with your SSSP submission all site specific SDS information.

**Projected Number of Employees on Site**

Please list, as close as you can, the projected number of manpower you will have on site. Break these numbers out to represent the following groups, supervision, company workers, temporary workers (staffing agency)

**Exclusion Zones/Controlled access Zones**

These zones are required around all works at height where there is a possibility of falling material or tools, i.e. aerial lifts. Please identify what type of system/s you will use to create such a zone.

**Acknowledgement**

Please acknowledge by signature below that you have read and understand your Site Specific Safety Plan,

Site Superintendent X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Site Foreman X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Manager X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Officer of the Company X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Subcontractors**

Title Signature Print Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_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