

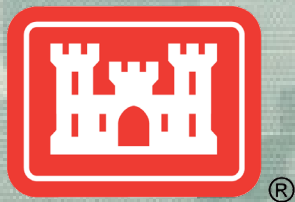
USACE Safety & Health Requirements Manual

EM 385-1-1 (2014) Contractor Safety

Christopher Bills

Chief, Safety & Occupational Health

Huntington District



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EM 385-1-1
July 2014

**SAFETY AND HEALTH
REQUIREMENTS MANUAL**



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Contractor Safety Requirements



- Accident Prevention Plans
 - ▶ Full APP
 - ▶ Abbreviated APP (low risk, limited scope)
- Site Safety and Health Officer (SSHO)
 - ▶ 30 Hour OSHA
 - ▶ 5 years experience
 - ▶ 8 hours annual additional safety training



Contractor Safety Requirements



- **Competent Person(s)**
 - ▶ OSHA definitions changed for Confined Space in construction.
 - ▶ Fall Protection
 - ▶ Scaffolding
- **Qualifications/licenses**
 - ▶ Forklift Operator (3 yr.)
 - ▶ Crane Operator (5 yrs. License, 2 yr. physical)
 - ▶ All other heavy equipment operators



Contractor Safety Requirements



- Personnel Qualifications
 - ▶ Physical
 - ▶ Training
- Equipment Certification/Inspection Requirements
 - ▶ Cranes
 - Certificate of Compliance
 - Inspection
 - Load Testing
 - Lift Plans
 - ▷ Critical Lift Plan
 - ▷ Standard Lift Plan



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- 01.A.12 Accident Prevention Plan (APP) for Contract Work. Before initiation of work APP...reviewed and accepted by the Government's Designated Authority (GDA).
 - ▶ A. APP shall address each element/sub-element in the outline (Appendix A) in the order provided. Items determined not applicable must be listed with an explanation.
 - Identify each major phase of work; Identify activities, tasks or Definable Features of Work that will require Activity Hazard Analysis (AHA).
 - APP shall address unusual or unique aspects, articulate work processes, equipment to be used, hazards, etc.
 - ▶ B. APP developed and signed by Qualified Person, document QP credentials.
 - ▶ C. APP shall be job-specific & must include work to be performed by subcontractors.



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- 01.A.14 Contractor Risk Management Process (AHAs)

b. Before beginning each work activity, task or (DFOW), the Contractor performing that work activity shall prepare the initial AHA. A Risk Assessment Code (RAC) is assigned to each step, to the risk that remains after controls have been applied (residual risk).

Rationale: AHAs shall be prepared by the persons with the knowledge of that activity (not necessarily the GC). AHAs are submitted just prior to that work being performed instead of when APP is submitted.



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ACTIVITY HAZARD ANALYSIS

Contract Number: Date prepared: Overall Risk Assessment Code (RAC)
(Use highest code)

Project location:

Prepared by:

Activity Name:

Reviewed by:

Notes:

Risk Assessment Code (RAC) Matrix

	Probability					
	Frequent	Likely	Occasional	Seldom	Unlikely	
E = Extremely High Risk						
H = High Risk						
M = Moderate Risk						
L = Low Risk						
S e v e r e I n j u r y	Catastrophic	E	E	H	H	M
	Critical	E	H	H	M	L
	Marginal	H	M	M	L	L
	Negligible	M	L	L	L	L

Add Identified Hazards				
	PRINCIPLE STEPS	HAZARDS (Recognized/Anticipated)	CONTROLS (ACTIONS TO ELIMINATE OR MINIMIZE HAZARDS)	RAC
X				
X				
X				

Print Form

Approval Authority:

Reset Form

SPK SO Form 385-17 June 2014



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- 01.A.17 Contractor Site Safety & Health Officer (SSHO).
 - ▶ a. SSHO shall
 - a(1) Full-time on site responsibility;
 - a(2) Be an employee other than the supervisor;
 - ▶ b. SSHO qualifications OSHA 30 either General Industry, Construction or equivalent (SOHO). Signed card must be provided.
 - ▶ c. SSHO must provide proof of employment for:
 - (1-2) Five years continuous safety experience...
 - ▶ d. SSHO 8 hrs documented formal training annually.



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- 01.A.20 Fatigue Management Plan (FMP)
 - ▶ a. A FMP shall be completed as part of the APP/Project SOH Plan whenever work hours:
 - Exceed 10-hr day for more than 4 consecutive days;
 - Exceed 50-hours in a 7-day work week;
 - Exceed 12-hr day for more than 3 consecutive days, or
 - Exceed 58-hr week for sedentary (including office) work.
 - ▶ b. FMP shall address...
 - Equipment operators, motor vehicle operators, floating plant.



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- 01.A.20 FMP cont...
 - ▶ c. FMP shall identify affected workers, management responsibility, training, and the controls established at the worksite.
 - (1) Training shall...symptoms of fatigue, habits & actions to avoid fatigue, actions workers should take if they observe fatigue in a co-worker, and controls to prevent fatigue.
 - (2) Controls for fatigue shall include discussion of driving to & from work & any mitigation of driving as a factor of fatigue.
 - (3) Controls for fatigue...work scheduling, rotating jobs, breaks in work cycle, control environmental factors (heat, cold, use of PPE), buddy check-in and alternate transport for long commutes.



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- 01.B Indoctrination and Training
 - ▶ 01.B.01 A Competent Person (CP), qualified in the material presented, shall conduct all training required by this manual...ANSI Z490.1.
- 01.C Physical Qualifications of Employees
 - ▶ 01.C.01 All persons shall be physically & medically qualified for performing the duties they are assigned.
 - ▶ 01.C.02 While on duty, employees shall not use or be under the influence of alcohol, narcotics, intoxicants, or similar performance or mind-altering substances.



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- 01.D Mishap Reporting and Investigating
 - ▶ 01.D.01 A mishap is an unplanned, undesired event that occurs during the course of work being performed. The term mishap includes accidents, incidents and near misses.
 - ▶ 01.D.03 ...report:
 - a. Property damage >\$5,000
 - b. Days Away Injuries;
 - c. Days Away Illness;
 - d. Restricted/Transfer Injuries.



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- 01.D cont...
 - ▶ 01.D.04 Boards of Investigation. Any accident that has or appears to have, any of the consequences listed below...
 - Fatal injury/illness;
 - Permanent totally disabling injury/illness;
 - Permanent partial disabling injury/illness;
 - One (1) or more persons hospitalized
 - \$500,000 or greater accidental property damage;
 - Three or more become ill or have a medical condition related to a site condition;
 - USACE aircraft destroyed or missing;
 - ▷ Contractors responsible for notifying OSHA within 8 hours of fatalities or
 - ▷ An in-patient hospitalization, amputation, or eye loss must be reported within 24 hours.



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■ 01.D cont...

▶ 01.D.05 In addition to the above any mishap occurring in the following high hazard areas shall be immediately reported... HQUSACE-SO must be notified (within 24 hrs) and provided follow-up within 10-days of occurrence.

- Electrical – to include Arc Flash...
- Uncontrolled release of Hazardous Energy (electrical and non-electrical);
- Load Handling Equipment (LHE) or Rigging;
- Fall from Height (any level other than same surface;
- Underwater Diving.
- **Note: ...To encourage reporting of these mishaps...this data is NOT to be used for any other reason.**



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- 01.D cont...
 - ▶ 01.D.08 Records of all first aid treatments shall be maintained and submitted to the GDA upon request.
 - a. Records shall include...employee's name, job title, date and type of mishap, causes, corrective actions taken.
 - b. ...data shall be reviewed and analyzed by SSHO and/or SOHO for corrective action as appropriate.
- 01.E Emergency Planning
 - ▶ 01.E.01 Emergency Plans to ensure employee safety in case of...inclement weather



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■ 01.E cont...

- c. SSHO or designated on-site personnel shall be responsible for checking weather...twice a day.
- APP or Project SOH Plan shall include discussion of:
 - ▷ (1) Severe weather triggers...
 - ▷ (2) Training on severe weather precautions and actions;
 - ▷ (3) Identified area of retreat, or other actions..evacuation, work delay, etc.
 - ▷ (4) If lightening is observed...stop work...
 - ▷ (5) For floating plant, boats, & marine activities APP shall address securing vessel and evacuation.



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Questions?

Electronic copies of EM 385-1-1 are available at:

http://www.publications.usace.army.mil/Portals/76/Publications/EngineerManuals/EM_385-1-1_2008Sep_Consolidated_2011Aug.pdf

For questions or additional information you may contact the local USACE Safety & Occupational Health Office at: 304-399-5039/5032/5326



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