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Site Specific Safety Plan

Jobsite Name and Number

**Site Specific Safety Plan**

It is the policy of Brinkmann to provide a safe and healthful work environment for all employees, trade partners, visitors, vendors, public, and comply with all applicable federal, state, and local regulations. Brinkmann believes that all injuries and occupational illnesses, as well as safety, health and environmental incidents should be preventable, and our goal is to minimize or eliminate all of them**.**

**Purpose:** To provide trade partners with a summary of the Brinkmann Health and Safety procedures, act as the site-specific program and to outline the Brinkmann team’s expectations. Each trade partner will be evaluated prior to bidding work and that evaluation will continue based on their performance. All trade partners working for or on the Brinkmann site shall be expected to follow all applicable OSHA regulations, safety rules and procedures established by the Project Name and Location site-specific program and the owner’s requirements as a minimum standard.

**Scope:** The scope of the plan is all construction activities under the Brinkmann contract. The scope of work includes the following:

(Site development and construction Description)

**Application:** This plan applies to all Brinkmann direct hire work and the coordination of trade partners for the project. For the purpose of this document and other plans, the term “trade partners” applies to all primes and subcontractors.

**General:** The site-specific safety plan includes the safety requirements for performing construction activities at the Project Name and Location. The plan encompasses the site-specific requirements such as the excavation permit and hot work permit programs. The plan is built upon the premise that all activities shall be planned out for a safe approach. This planning should include analyzing hazards and providing appropriate correction actions and PPE that addresses those hazards. It also requires all employees to attend a site orientation that covers the highlights of the plan and that each employer providing training to its employees as required by OSHA and this plan. All contractors will be required to attend weekly site safety meetings as well as accompany the site leadership on area audits of the site.

Accompanying this plan is the Emergency Action Plan. All contractors are required to train their employees on these plans and ensure full compliance.

These requirements are summarized as follows:

1. **OSHA Regulations** – All trade partners are required to comply with pertinent OSHA regulations, project specific requirements, the Brinkmann Contractor Safety Requirements documents and requirements as set forth by this site specific safety plan. The SSSP is the minimum standard for the site. Brinkmann reserves the right to deny access to the site to anyone based on noncompliance with these rules and procedures. If access is denied, employer may request access be reinstated.
2. **Safety Representatives or Safety Professionals** – Each trade partner shall designate a company Safety Representative or Safety Professional who will be responsible to oversee compliance of this program.  Brinkmann may require a full-time Safety Professional be provided when compliance is an issue.  The Contractor Safety Representative or Site Safety Professional shall be responsible for communicating with Brinkmann management or designee addressing specific concerns.  This person will be required to attend all jobsite safety meetings. Brinkmann will require and retain approval rights for a full-time Safety Representative or Safety Professional if required.  Such full-time Safety Representative or Professional's resume must be submitted to the Brinkmann safety department and qualifications will be reviewed.
3. **Orientation** – All Employees shall attend the onsite orientation prior to beginning work. The orientation duration is approximately 20 minutes. To schedule orientations please coordinate with Superintendent.
4. **Pre-Work Submittals** – All pre-work safety submittals are to be sent to Brinkmann Constructors Superintendent (insert name) prior to work commencing. Submittals must be completed for each building or scope of work, be labeled as such and be transmitted electronically. A copy of the Brinkmann SSSP Manual can be reviewed at our project field office or obtained by contacting the Safety Department.
5. **First Aid** – Brinkmann has first aid treatment capabilities for its employees. Each subcontractor should have the same capabilities.
6. **Logistics Plan –** Refer to Logistics Plan for jobsite access, trailer locations, parking and storage areas, hoisting operation areas, traffic control plan, material hoist, adequate toilets, handwashing, break stations, and rehydration stations.
7. **Parking** – Per our subcontractor contracts, parking is not allowed on site or in the Brinkmann laydown yards. All craft and visitor parking are the responsibility of the individual. (insert parking locations and requirements)
8. **Fire Prevention and Protection** – AHJ requirements. Ensure extinguishers at every egress & every 100’ of travel; Temporary stand pipe; High-rise >75’ requirements: fire command, generator, life safety (rescue), NFPA, etc. Multi-family- site logistics. (attach plan)
9. **Environmental** – All trade partners are required to comply with the Site Environmental Policies and Procedures and the owner’s environmental procedures. This includes but is not limited to (insert local and state SWPPP or SWMP Requirements) proper storage of chemicals on site, clean-up of small spills and proper disposal of spill debris.
10. **Insert Site access during weather events**
11. **Insert Emergency Action Plan**
12. **Supervisor Accountability** – All levels of supervision provided by Trade Partner will be held accountable for providing a safe workplace for employees and workers (collectively "Employees") on-site. All supervisors will;
    1. Attend and participate in all site safety meetings and Subcontractor coordination meetings.
    2. Ensure appropriate and timely corrective action is taken to address any unsafe acts and conditions.
    3. Report all incidents, including near misses, immediately to the safety department and ensure proper treatment of all injuries and illnesses by offsite and/or onsite medical staff. A written report is due within 24 hours from the incident.
    4. Ensure that all crew members are fit for duty.
    5. Ensure that all competent persons fulfill their responsibilities of the tasks they are assigned to.
    6. Participate in site safety audits as required.
    7. Ensure compliance with site-specific program
    8. **Emergency Access Plans** – An emergency Access Plan has been established for the site. This plan is available in Procore under Documents. Emergency drills may be executed by Brinkmann without prior notice.
13. **Employee Responsibility** – Every Employee on site has the responsibility to:
    1. Perform their tasks in a safe and professional manner.
    2. Stop work if unsafe conditions arise.
    3. Adhere to all site rules and procedures
    4. Actively participate in the preplanning processes and other safety meeting.
    5. Take an active role in the site safety committee if selected.
    6. Report all incidents to their immediate supervisor.
    7. STOP work if they feel the activity is immediately dangerous to life and health.
14. **Jobsite Audits and Inspections** – Jobsite audits and inspections will be performed at the discretion of site management. Trade Partners will be responsible for performing appropriate and timely corrective actions of all unsafe acts and conditions and participating in audits.
15. **Competent Persons-**Brinkmann supervision will require a competent person and the subcontractor document those designations on the competent person log. Trade partners shall forward to the site leadership a list of competent persons as well.
16. **Employee Training** – All Trade Partner and Brinkmann Employees must attend a site-specific safety orientation as required by Brinkmann. In addition, each subcontractor must have evidence of employee training as required by specific OSHA subparts. This evidence must be in writing before work covered under a particular subpart begins.
17. **Accident Reporting** – Brinkmann Constructors must be notified immediately of all incidents. All Trade Partners must file an Incident Report with the safety on-site representative within 24 hours of incident. Brinkmann will work with the Trade Partner to ensure an investigation of the incident and a formal accident investigation be completed as soon as possible following the accident or incident.
18. **Communication** –Phones are to be used for communication only and not utilized in a distractive manner.  Always be aware of your surroundings and ensure it is safe to answer your phone. Texting or talking on phones while operating any kind of motorized vehicle on site is strictly prohibited.  This includes, but is not limited to, cars, trucks, golf carts, UTVs, cranes and heavy machinery.
19. **Photography** – Photography is prohibited at the Brinkmann site unless authorized by Brinkmann.
20. **Tobacco Use (Smoking and Chewing)** – No tobacco use on the Brinkmann site except for designated areas. All dippers and chewers must carry and use a closeable spit container on their person in the designated areas. No tobacco use is allowed on or in buildings, materials, vehicles or equipment.
21. **Prohibited Items** – No firearms, weapons or ammunition of any kind allowed onsite. No illegal substances or illegal drug paraphernalia allowed onsite. No alcohol is allowed on site.
22. **Safety Meetings** – Safety meetings will be held onsite on days to be determined by site management. Additional safety meetings will be scheduled for supervision and site safety managers at the site’s discretion. All trade partners are required to attend.
23. **High Hazard Activity Analysis** – A High Hazard Activity Analysis (JSA) shall be performed for all high hazard activities as defined by the site-specific program.
24. **Safety Task Analysis (STA)** – An STA must be performed on a, per crew, per task and at a minimum, daily basis.
25. **Permit Process** – The site has permitting process that must be strictly adhered to for activities such as Excavation, Confined Space, Hot Work, Lock, Tag and Crane plans with critical picks.
26. **Equipment Operations and Inspections** – All onsite mobile equipment shall be inspected on a daily basis and the inspection documented. All equipment operators must be qualified/certified to operate the equipment assigned to them. The Contractor shall furnish documentation of the qualifications. The movement of equipment will require a spotter and/or an audible back-up alarm. If equipped, a seatbelt shall be worn at all times.
27. **Protective Equipment and Clothing** – All Contractor Employees shall be required to wear the following while within the construction worksite, except in office areas:
    1. ANSI Z89.2 approved hardhats with bills forward and company logo.
    2. ANSI Z87.1 approved safety glasses, including hard side shields.
    3. Long pants that include jeans, khakis, etc., exclude sweatpants, warm-ups, etc.
    4. Shirts with at least 4-inch sleeve.
    5. No dangling jewelry or rings are allowed on the construction site. Watches are allowed and rings can be worn if taped to finger or covered with gloves.
    6. All long hair must be put up under hardhat.
    7. ANSI Z41.1 or ASTM F2413 approved leather over the ankle work boots.
    8. ANSI 107-1999 and 107-2004 Class 2 and Class 3 Complaint High – Viz vests or company issued High – Viz shirts in good condition. High – Viz vests or shirts with reflective striping must be worn at night.
    9. Gloves on person at all times and used when handling materials.
    10. Other PPE as required for site-specific tasks.
28. **Protective Systems** – Trade Partner and Trade Partner's Employees shall provide, use and maintain such protective and safety-precaution systems and infrastructure ("Protective Systems"), including without limitation guardrails, hole covers, temporary stairs, fencing and any other Protective System which may be required and shall coordinate and cooperate with other trade partners concerning the installation, maintenance and removal of such Protective Systems.
29. **Housekeeping** – Each Trade Partner will be responsible for its own housekeeping. This will include the disposal of all debris and the floors broom swept. Housekeeping shall be performed throughout the day.
30. **Waste Management Plan** – Refer to the Waste Management Plan and ensure ensure each trade partner follows it.
31. **Material Handling** – Manual Material Handling (Caught in / Struck by) – can we use equipment to control exposure? Working from heights: can we reduce exposure by prefab, equipment, other controls?
32. **Correcting Unsafe Acts or Conditions** – Each Trade Partner will be responsible for correcting unsafe acts or conditions immediately upon observation. Brinkmann reserves the rights to halt all work until corrective actions are taken.
33. **Fall Protection** – Each Trade Partner will practice 100% fall protection over 6’ above working surfaces. All Trade partners must submit evidence of training and a fall protection plan to the safety department prior to work that may expose employees to fall hazards.Rope grabs are not permitted on Brinkmann projects unless approved by Brinkmann Safety Department. This is a zero-tolerance violation.

(Review Site Specific Fall Protection Plan for Guardrails, Balcony Fall Protection, Trusswork, Rooftops, Scaffolding, Steel erection, Precast, Loading/Unloading Deliveries, Trash Chutes, Trenching and Excavation, Confined Spaces, Post Tension, Metal Studs and Drywalls, Concrete Cores, Windows, Exterior Skin, Painting, caulking, HVAC and Electrical Equipment, Heavy Equipment, Canopies, Elevators, Floor Holes, Shafts, Aerial Lifts, Masonry, Elevated Decks, Tree-Trimming, Mezzanines, and Crane Operations).

1. **Tools and Equipment** – All tools and equipment utilized at the site must have been inspected and free of defects. Daily and pre use inspections must occur.
2. **Stairs and Ladders** – Only construction-rated ladders with a minimum 250 lb rating are allowed. Establish a jobsite access plan to ensure safe access/egress to elevated surfaces.

Priority is access to areas via lifts (“ladders last”) but ensure all areas are accessible via lift or ladder. Promote 2-in-1 or 3-in-1 ladders. How soon until stairs fabricated and ready for use? Will we have to use extension ladder to access upper level? NO climbing thru guardrail

1. **Scaffolding** – All scaffolding shall be constructed in strict accordance with the applicable OSHA subpart. Evidence of required OSHA training must be provided in writing to the safety department. Scaffold owners are responsible for the competent person inspections until the scaffold is dismantled or transferred to another Trade Partner.
2. **Aerial Lifts** – Occupants of all types of aerial lifts shall be trained and tied-off with harnesses and lanyards prior to starting or moving the lift. This includes articulating boom lifts, scissor lifts etc.
3. **Electrical**- The use of all temporary electrical systems requires the use of GFCI’s. All extension cords shall be elevated at least 7 feet off the walking working surface when feasible. Brinkmann does not allow the repair of cords on site. All temporary lighting shall be hung and protected properly. All live electrical work requires Brinkmann. Prior to energizing temporary or permanent power, contractor shall inspect equipment and perform Arc Flash hazard assessment per NFPA 70E requirements. Electrical contractors shall provide qualified electrical workers for electrical operations. All energy control procedures must follow LOTO (Lock, Tag, and Test).
4. **Cranes and Rigging** – All work involving cranes and rigging shall complete a pre-lift meeting. Operations shall be performed by properly trained personnel. All crane and rigging inspections, certifications, and qualifications shall be maintained on site and submitted to the safety department upon request. All cranes must be inspected by a crane and equipment manager prior to operation; this must be coordinated with the Safety Department. All critical lifts must be performed in accordance with site-specific lift procedures or an alternative plan may be submitted by Contractor for review by the safety department.
5. **Steel / Pre-Cast Erection -** An erection plan and temporary bracing and guying plan shall be submitted to Brinkmann prior to the erection process. All erection activities shall be performed in accordance with OSHA subpart R and current industry guidelines. Brinkmann does not allow the climbing of vertical columns. Fall protection required for any work above 6’.
6. **Concrete –** >35’ rebar must have a spreader bar.
7. **Masonry –** A temporary bracing plan shall be submitted to Brinkmann prior to the erection process. Plan must be compliant with Subpart Q.
8. **Barricades**- barricades shall be constructed using mesh reinforced barricade tape. Each barricade shall have a gate for access and egress and tags identifying the barricade owner and phone number. Under no circumstances is any employee allowed to enter a red barricade without the approval. Barricades shall be maintained as necessary and removed when they are no longer needed.
9. **Excavations**- all soil on Brinkmann projects are considered Type ‘C” unless classified to another type by an engineer. A competent person must be onsite and inspect the excavation on a daily basis. This inspection must be documented. All persons entering excavations must be trained and suitable access/egress must be within 25ft of employees at all times. An excavation permit is required for all excavations. A Professional Engineer must design any excavation protection at 20’ deep or greater.
10. **Hot** **Work** – all hot work should follow the Brinkmann hot work permit process. Employees should wear appropriate PPE whenever performing hot work
11. **Confined Spaces**- all confined space should be considered permit required unless they are re-classified through the Brinkmann Confined Space procedure. A rescue team should be established for all permit required confined spaces. This is a zero-tolerance violation for not complying with the Brinkmann Confined Space procedure
12. **Lockout Tagout**- the Brinkmann Lockout Tagout procedure allows for the site to determine lock colors. All employees hanging locks shall be trained in lockout tagout. This is a zero-tolerance violation for not complying with the Brinkmann lockout tagout procedure.
13. **Respirable Silica**- all tasks involving the disturbance of silica containing materials shall be assessed for employee exposure. The assessment should determine whether the task is listed in table 1 of the Silica Standard or not and performed as such.
14. **The following shall be submitted as required** by all subtrade partners and lower tier subtrade partners:
    1. **SUBMIT PRIOR TO WORK**
       1. Designated safety representative
       2. SDS sheets for all chemicals brought onsite
       3. High Hazard Activity Analysis – JSA (if applicable)
       4. Competent Person designation form – back up training documentation
       5. Competent/qualified person log
       6. Site Specific Safety Plans – fall protection, steel erection, etc., beyond the Brinkmann Site SOP requirements
       7. Assembly and Disassembly director credentials
       8. Crane operator credentials
       9. Signal person credentials
       10. Riggers credentials
       11. Annual Crane Inspection
       12. Disciplinary Action Program
    2. **RETAIN ON SITE**
       1. User level training documentation
       2. Equipment operators training documentation
       3. Identify observer for Behavior Based Safety Program
       4. Identify safety committee member
       5. Safety Task Assessments (STA)
       6. Safety Data Sheets (SDS)
       7. Evidence of weekly safety meetings
       8. Owner’s manuals of equipment and tools
       9. Equipment attachment documentation
       10. Daily and periodic inspection documentation – rigging, equipment, ladder, etc.

# **Health, Safety, Security Contact Information**

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| **DEPARTMENT** | **NAME** | **TITLE** | **PHONE** | **EMAIL** |
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