

PRECONSTRUCTION SAFETY CHECKLIST



PROJECT TITLE:	CONTRACT NUMBER:	PROJECT LOCATION:
PRECONSTRUCTION MEETING DATE:	NAME AND ADDRESS OF CONTRACTOR:	NAME OF CONTRACTOR SUPERINTENDENT/FOREMAN
NAME OF SERVICE CONTRACTING OFFICER:	NAME OF CONTRACTOR'S COMPETENT PERSON (PER 29 CFR	PROPOSED CONSTRUCTION START DATE:

The Fish and Wildlife Service (FWS) places safety and health as a top priority at all Service contracted construction sites (360 FW 4). The contractor has ultimate responsibility for safety during construction until final completion and acceptance of the project by FWS.

This checklist serves as an assurance tool/guide in assessing safety program preparations of the contractor, and is not all-inclusive. As tasks change and new risks and hazards are introduced, you may need to address additional safeguards and corrective measures.

The contractor and subcontractor(s) must comply with all Occupational Safety and Health Administration (OSHA) regulations applicable to the construction project, including requirements set forth within solicitation provisions and contract clauses (e.g., FAR 52.236-13 "Accident Prevention" with Alternate I and Special Provisions). It is the responsibility of the contractor/subcontractor(s) to adhere to regulations found at 29 CFR 1910, 1926, and 1928. (See page 5 for Table of Contents of OSHA Construction Safety Standards.) Each contractor/subcontractor must initiate and maintain an effective safety program that provides adequate systematic policies, procedures, and practices to protect their employees from, and allow them to recognize, job-related safety and health hazards. The program must include provisions for the systematic identification, evaluation, and prevention/control of general work site hazards, specific job hazards, and potential hazards that may arise from foreseeable conditions, as well as providing a competent person to conduct frequent and regular inspections. The contractor must instruct each employee to recognize and avoid unsafe conditions and the regulations applicable to the work environment.

The contractor will address the following items prior to and/or during the Preconstruction Conference (the Contracting Officer/Contracting Officer's Representative will record these items):

1. The contractor has read and understands his/her responsibilities for compliance with contractual safety language - FAR 52.236-13, Accident Prevention, Alternate I and applicable safety provisions? YES ___ NO ___
2. Has contractor prepared a Safety Plan that analyzes anticipated hazards of the project and indicates how the hazards will be controlled? Contractor must identify specific procedures for controlling hazardous operations such as crane use, scaffolding, excavation/trenching, hot work/welding, etc.,. YES ___ NO ___ N/A

3. How will contractor/subcontractor address the four leading hazards of construction work: falls, struck by, caught in/betw nd electrical?
4. The "Designated Competent Person" (responsible for the project's safety and health performance) is knowledgeable in applicable OSHA regulations and capable of identifying existing/predictable hazards, and has the authority to prompt corrective measures? YES ___ NO ___
5. Do contractor and subcontractor employees know what to do in the event of an emergency (e.g., injury, fire, accident, hazardous material spill, etc.) with regard to the following actions? YES NO ___
- a. Notification of Department, FWS Facility Manager, CO, COR, CI, etc.
 - b. Means of communication with contact numbers (e.g., radio, cellular, pager, etc.).
 - c. Availability of first-aid/medically-trained contractor personnel with appropriate medical supplies.
 - d. Personnel (including subcontractors) knowledge of location for immediate aid (e.g., first-aid, etc.).
 - e. Evacuation routes, signals, and procedures are provided to all on-site personnel.
 - f. Safety and health information disseminated to all site personnel (e.g., contractor and subcontractor employees).
6. Will a contractor/subcontractor trailer be brought on site and its hook-up/placement coordinated with COR/CI? YES ___ NO ___ (If no, skip to # 7)
- a. Location and type of trailer (office or equipment).
 - b. Telephone hook-up.
 - c. Electrical hook-up.
 - d. Vehicle parking arrangement (adequate space).
 - e. Propane used for heating? YES ___ NO ___
 - f. Serve as first-aid station? YES ___NO ___
7. Is contractor aware that he/she must ensure construction area is clearly delineated and posted with appropriate warning signs (e.g., "Hard Hat Area", "Construction Site – CLOSED", "Area Closed to Public", etc.), and that instructional signs (e.g., designated parking area, etc.) and flagmen or barriers may be required? Yes No
8. Housekeeping - Is contractor/subcontractor aware that they must ensure that following acceptable housekeeping standards are practiced from project's start to finish? YES NO
- a. Form/scrap lumber with protruding nails and all other debris shall be kept clear from work areas.
 - b. Combustible scrap and debris shall be removed at regular/frequent intervals.
 - c. Materials shall be stored with regard to their fire characteristics with effective fire protection and prevention measures used.
 - d. An enclosed chute shall be used whenever materials are dropped more than 20 feet to an exterior point of a building.
 - e. Aisles, exits, and passageways shall be kept clear and in good repair.
9. Is contractor aware of following Environmental and Personal Controls standards? YES NO
- a. Potable water provided.
 - b. Restroom facilities provided.
 - c. Washing facility provided for employees engaged in operations involving harmful substances.
 - d. Intoxicating beverages, controlled substances, and/or firearms are not permitted under any circumstances on the construction site.
 - e. All activities in or around water bodies must be in compliance with regulations for worker safety, including personal flotation devices or buoyant work vests, lifelines, ring buoys and guardrails while working over or adjacent to water hazards, and from barges, boats, and/or launches.

10. Is contractor/subcontractor aware that following employee training considerations may need to be addressed? YES NO
- a. Confined Space.
 - b. Scaffolding.
 - c. Fall Protection.
 - d. Hazard Communication.
 - e. Lockout/Tagout.
 - f. Respiratory Protection.
 - g. First Aid.
11. Contractor/subcontractor is responsible for requiring the wearing of appropriate personal protective equipment in all operations where there is an exposure to hazardous conditions or where the need is indicated for using such equipment to reduce the hazard to their employee(s). The contractor/subcontractor is also responsible for ensuring that personnel using protective equipment shall be trained and medically qualified to do so. Such personal protective equipment may include the following: Discussed with contractor? YES NO
- a. Eye and face protection (safety goggles, safety glasses, welding goggles, face shields, etc.).
 - b. Protective footwear (safety shoes, boots).
 - c. Protective gloves (leather, rubber, insulated).
 - d. Respirators (dust, half-face, full-face, etc.).
 - e. Hearing protection (ear plugs, muffs, etc.).
 - f. Coast Guard-approved PFD/buoyant vest.
 - g. Fall protection equipment.
12. Tools (hand, electric, pneumatic) Standards: Discussed with contractor? YES NO
- a. Hand tools, power tools, and jacks are maintained in safe operating condition and used only for the purpose for which they were designed.
 - b. Electric power-operated tools must be either approved double-insulated, or be properly grounded (see Item #13 "Electrical" for additional considerations).
13. Electrical Standards:
- a. Ground Fault Circuit Interrupters (GFCIs) or an assured equipment-grounding conductor program must be used to protect employees from ground-fault hazards.
 - b. Electrical cords/insulation must be in good condition (not frayed or damaged).
 - c. All ground plugs must be on electrical cords, if so designed by the manufacturer.
 - d. Workspace, walkways, and similar locations shall be kept clear of electrical cords.
 - e. All electrical extension cords must be of the three-wire type.
 - f. Contractor/subcontractor must determine need and implement an appropriate Lock-out/Tag-out program.
14. Will motor vehicles, cranes, and/or heavy equipment be used? YES NO ___ (If no, skip to #15)
- a. Crane and derrick use must comply with applicable standards.
 - b. Rollover protection as required.
 - c. Back-up alarms or observer signals as required.
 - d. No crawler type vehicles are allowed on an improved road.
 - e. All utilities must be located prior to excavating soil.
15. Excavating and Trenching work? YES ___ NO ___ (If no, skip to #16)
- a. All excavating/trenching must be in accordance with applicable safety standards.
 - b. All utilities must be located prior to excavating.

16. Elevated Work? YES ___ NO ___ (If no, skip to #17)
- a. Ladders and their use must conform to standards.
 - b. Aerial lift usage must meet applicable requirements.
 - c. Fall protection needs must be assessed per standards.
 - d. Scaffold work must conform to standards.
 - e. Stair design, construction, and use must meet applicable requirements.
 - f. Toeboards, when used to protect workers from falling objects, must be erected along the edge of the overhead walking/working surface.
 - g. Safety net use must comply with standards.
 - h. Railing must conform to standards.
17. Contractor is aware of and understands the need to incorporate applicable requirements for concrete and masonry construction. YES ___ NO ___ N/A ___
18. Contractor is aware of and understands the need to incorporate welding and cutting operations that comply with applicable safety requirements (e.g., compressed gas cylinders are protected from vehicle traffic, valve caps secured, etc.). YES ___ NO ___ N/A ___
19. Contractor is aware of and understands the need to manage hazardous materials/waste appropriately (e.g., paints, solvents, fuels, etc.) including the following: YES NO N/A ___
- a. Use and storage of flammable/combustible liquids.
 - b. Aboveground fuel storage tanks properly managed/contained.
 - c. Compressed gases and cylinders managed correctly (e.g., secured and protected from damage, etc.).
 - d. Procedures for managing use, storage, and disposal of hazardous materials properly established.
 - e. Excess/waste product(s) and containers properly disposed of per environmental regulations.
 - f. Hazards of product use and the need for protective measures (e.g., personal protective equipment, etc.) conveyed to employees.
 - g. Asbestos work conforms to applicable standards.
 - h. Exposure to toxic gases, vapors, fumes, dusts, and mists managed correctly.
 - i. Lead, laser, and any other hazardous components managed per the applicable standard.
 - j. Contract employees must conduct hazardous waste operations work within the parameters of a written safety & health plan.
20. Comments, notes, additional requirements:

The contractor has the ultimate responsibility for safety on the project site at all times until final completion and acceptance of the project.

The contractor's signature below indicates the above information was discussed and understood.

Contractor signature: _____

Date: _____

Contracting Officer/Contracting Officer's Representative

Date: _____

OSHA CONSTRUCTION SAFETY STANDARDS - 29 CFR 1926:

(Following standards can be accessed at <http://www.osha.gov>):

- Subpart A (1926.1 - 1926.5) - General
- Subpart B (1926.10 - 1926.16) - General Interpretations
- Subpart C (1926.20 - 1926.35) - General Safety and Health Provisions
- Subpart D (1926.50 - 1926.66) - Occupational Health and Environmental Controls
- Subpart E (1926.95 - 1926.107) - Personal Protective and Life Saving Equipment
- Subpart F (1926.150 - 1926.155) - Fire Protection and Prevention
- Subpart G (1926.200 - 1926.203) - Signs, Signals and Barricades
- Subpart H (1926.250 - 1926.252) - Materials Handling, Storage, Use and Disposal
- Subpart I (1926.300 - 1926.307) - Tools - Hand and Power
- Subpart J (1926.350 - 1926.354) - Welding and Cutting
- Subpart K (1926.400 - 1926.449) - Electrical
- Subpart L (1926.450 - 1926.454) - Scaffolds
- Subpart M (1926.500 - 1926.503) - Fall Protection
- Subpart N (1926.550 - 1926.555) - Cranes, Derricks, Hoists, Elevators and Conveyors
- Subpart O (1926.600 - 1926.606) - Motor Vehicles, Mechanized Equipment and Marine Operations
- Subpart P (1926.650 - 1926.652) - Excavations
- Subpart Q (1926.700 - 1926.706) - Concrete and Masonry Construction
- Subpart R (1926.750 - 1926.752) - Steel Erection
- Subpart S (1926.800 - 1926.804) - Underground Construction, Caissons, Cofferdams and Compressed Air
- Subpart T (1926.850 - 1926.860) - Demolition
- Subpart U (1926.900 - 1926.914) - Blasting and the Use of Explosives
- Subpart V (1926.950 - 1926.960) - Power Transmission and Distribution
- Subpart W (1926.1000-1926.1003)- Rollover Protective Structures; Overhead Protection
- Subpart X (1926.1050 -1926.1060)- Stairways and Ladders
- Subpart Y (1926.1071 -1926.1092)- Diving
- Subpart Z (1926.1100 -1926.1152)- Toxic and Hazardous Substances