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| **Contractor Site Specific Safety Plan****All safety plans must be sent to Penn EHRS for review at least two weeks prior to the project start date.** **FRES Safety Manager: Christine Zalewski - czal@upenn.edu** |
| Complete the Penn Site Specific Safety Plan (SSSP), checking all programs and requirements that apply to the scope of the project. Provide additional details and/or attachments as requested in the comment/actions/reference section. In addition to the Penn SSSP please submit your company’s Safety and Health Program.Contractors shall comply with all applicable federal, state, and local Environmental, Health and Safety Regulations. |
| Project Name |  |
| Penn Project Manager |  |
| Contractor Company(s)(List All Contractors / Sub-Contractors) |  |
| Project Start Date |  | Project Completion Date |  |
| Project/Job Location: |  |
| Description / Scope of Work |  |

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| **Organizational Requirements** |
| Planned number of workers: |  |
| List Name(s) of Contractor Project Manager / Foreman / Superintendent | Title | Emergency Contact Number |
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|  |  |  |
|  |  |  |
|  |  |  |
| List Name of Safety Manager/Director | Emergency Contact Number |
|  |  |
| **Emergency Response –**  | **Penn’s Emergency Line: 215-573-3333 / 511 (campus phone)** **Penn Public Safety General Information: 215-898-7297** |

| ES Requirement | Does Requirement Apply? (Yes / No) | Comments / Actions / References |
| --- | --- | --- |
| Personal Protective Equipment | Does the project require the use of personal protective equipment?[ ]  Yes [ ]  No | What PPE will be required when on the jobsite? |
| Heat Stress Awareness |  If work takes place in an Outdoor or Indoor Environment where workers are exposed to heat, ensure a Heat Stress Management Program is in place. |  |
| Barricading Work Zone & Safety Hazards | Does the project require barricading the work zone and safety hazards?[ ]  Yes [ ]  No | What type of barricade(s) will be used? |
| Site Control | Does the project require site security/sprinkler systems to be disabled?[ ]  Yes [ ]  No | Review with project manager if fire watch or additional security resources are required. |
| Traffic Control/Vehicular Movement | Does the project require sidewalk closures, lane impositions or traffic interruptions?[ ]  Yes [ ]  No |  |
| Powered Industrial Trucks (Fork Trucks, Lulls, etc.) | Does the project require use of Powered Industrial Trucks?[ ]  Yes [ ]  No | What powered industrial vehicles will be used during this project? |
| Asbestos Management | Penn is responsible for all asbestos inspection and abatement activities. | * If suspected asbestos containing materials are found, stop work, and notify your Project Manager.
* EHRS Asbestos Program Coordinator - Marc Heim (445)-246-2479.
* Contractors should have Awareness Level Training.
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| Lead Management | All contractors are expected to comply with OSHA standard 1926.62. |  |
| Respiratory Protection | Will this work result in respiratory exposure to any substance that may exceed regulatory exposure limits?[ ]  Yes [ ]  No |  |
| Air Management (Dust Control) | Will the work require a Dust Control Permit?[ ]  Yes [ ]  No | * Ensure compliance with the City of Philadelphia, Air Management Code.
 |
| Chemical Management / Hazard Communication | Will the work require the use of any hazardous chemicals?[ ]  Yes [ ]  No | List hazardous materials to be used and maintain SDSs onsite. |
| Laboratory Work | Will the work involve entering any University Laboratories?[ ]  Yes [ ]  No | * Contractors must go through the Penn Hazard Communication and Safety Awareness Training

<https://ehrs.upenn.edu/health-safety/general-safety/hazard-communication-contractors-entering-labs>* EHRS, upon notification from the Penn Project Manager, will advise contractors of any chemical hazards which may be encountered in the normal course of their work on premises.
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| Laboratory Work (Animal Facilities) | Will the work involve entering any University Animal Facilities (ULAR)?[ ]  Yes [ ]  No | * Contractors entering animal facilities must review the Guidelines for Animal Facility Visitors.

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| Utility Shutdown Request | Will the work involve shutting down any building utilities?[ ]  Yes [ ]  No | * A Utility Shutdown Request Form must be completed and approved by the Penn Project Manager.
 |
| Lock Out Tag Out | Will the work involve de energization of equipment or the need to control other hazardous energy sources? [ ]  Yes [ ]  No |  |
| Electrical Work | Will the project involve work on electrical systems?[ ]  Yes [ ]  No  | * Live electrical work over 50 volts requires an Energized Electrical Work Permit and Penn Approval.
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| Electrical Work(Temporary Power, Lighting and Welding Installations) | Will the work involve the need for a Temporary Power?[ ]  Yes [ ]  No | * Ensure compliance with the National Electric Code (NFPA 70).
 |
| Confined Space Entry | Will the work involve entry into a confined space?[ ]  Yes [ ]  No  | * Ensure confined space entry plan is compliant with OSHA 1926 Subpart AA and 1910.146.
 |
| Hot Work | Will the work involve welding, cutting, grinding, soldering or open flames/sparks (ignition source)?[ ]  Yes [ ]  No  | * Hot Work Permits are managed through Penn’s Division of Public Safety - Fire & Emergency Services (FES). Hot Work Permits are available through your Penn Project Manager.
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| Earth or Floor Penetration | Will the work require excavations, trenching, pole setting, drilling, digging, coring or saw cutting of interior floors or exterior grounds?[ ]  Yes [ ]  No | * Ensure compliance with OSHA standard 1926 Subpart P and the City of Philadelphia Code.
* Ensure PA One Call is Complete. (Dial 811)
* Please provide the name of your Qualified Site Safety Manager:
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| Working at Heights(Roof Work) | Will the work require access to a roof for any purpose?[ ]  Yes [ ]  No | How will access to the roof be secured during the project? |
| Working at Heights(Fall Protection) | Will personnel be working at heights or performing work that requires fall protection?[ ]  Yes [ ]  No | Please list all fall protection equipment and systems that will be used.(anchorages, railing, etc.) |
| Working at Heights(Swing Scaffold, Boatswain's Chair, etc.) | Will personnel be performing work that requires use of a swing scaffold, bosun’s chair or similar system?[ ]  Yes [ ]  No | * Please provide information on the type of system that will be used along with the set up and anchorage plan.
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| Scaffolding | Will the work require use of scaffolding?[ ]  Yes [ ]  No | * Please provide the name of the competent person overseeing the work and performing/documenting the inspections.
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| Mobile Elevated Working Platforms (MEWP) | Will the work result in use of mobile elevated working platforms to include articulating boom lifts, scissors lifts, or safety cages?[ ]  Yes [ ]  No | What type of MEWPs will be used? |
| Ladders | Will the work require use of ladders?[ ]  Yes [ ]  No |  |
| Cranes and Derricks | Will the work require use of a crane and/or derrick?[ ]  Yes [ ]  No  | * Please attach/provide site-specific lift plan before work takes place.
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