

Form 1: Contractor Notification Project Hazard Assessment

The following hazard assessment is to be reviewed by the Project Manager and the Contractor/Vendor prior to initiating the project.

Project Name/Work Order #: _____ Project Dates: _____

Contractor/Vendor (print name): _____ PCC Project Manager (print name): _____

Description of the Project: _____

Safety Issue/Description	Reviewed	N/A	Additional comments or information	
Hazard Review and Notification:				
Impacted employees are informed of scope of work and associated hazards				
Contractor/Vendor must notify Project Manager of any accidents/incidents at the work site				
Contractor/Vendor must notify Project Manager of any regulatory inspections or complaints				
Emergency Medical and First Aid:				
PCC Public Safety Emergency Phone: 971-722-4444 (non-emergency x4092)				
Contractor/Vendor is responsible for their own first aid personnel and supplies				
Review AED and eye wash/safety shower locations				
Emergency Evacuation and Alarm System:				
Review map and evacuation routes for the campus/center				
Review emergency response for building alarms, fire or evacuation, active threats				
Infectious Disease Protections:				
Procedures and protocols for face coverings, distancing, pre-screening, as needed				
Contractor/Vendor has a site safety plan for infectious disease prevention				
Contractor/Vendor will designate a social distancing officer, if required				
Work Zone Hazard Notification:				
Contractor/Vendor to provide all signs, barricades, or hazard warnings at the work site				
Communication to affected employees regarding the signs or barricades in use				
Waste Management and Housekeeping:				
Contractor/Vendor is responsible for waste disposal: general, hazardous, and universal				
Discuss waste accumulation/storage areas				
Project Manager will state final cleanup expectations				
Environmental Protections:				
Spill response supplies immediately available: absorbent material and secondary containers				
Project Manager will state locations of stormwater management systems				
Discuss erosion control and other protective measures implemented by Contractor/Vendor				
Personal Protective Equipment requirements:				
Contractor/Vendor will provide PPE and related training for their employees			List other PPE:	
Check all required PPE:	Hand	Foot		Body
Eye	Hearing	Respiratory		Head

Hazard Communication Program:						
Discuss what PCC chemical hazards are present in the work area and workplace labeling						Contractor/Vendor SDS submitted on:
Discuss what precautions are in place to lessen potential exposure (ventilation, etc.)						
Discuss Contractor/Vendor chemicals and access PCC's SDS inventory						
Discuss where and how Contractor/Vendor's chemicals will be stored and secured						
Hazardous Building Materials:						
Material of concern:	asbestos	lead	silica	mold		Additional analysis needed: Y/N
Project Manager to review previous testing information						
Contractor/Vendor will be performing abatement or encapsulation work						
Asbestos contractor approved by DEQ and ensures employees are certified						
Material Handling Equipment:						
Discuss the equipment which will be used (PIT, scissor lifts, cranes, hoists, etc.)						
Contractor/Vendor will provide their own equipment and training for their employees						
Fall Protection:						
An appropriate fall protection system will be implemented (guardrails, anchors, etc.)						
Contractor/Vendor will provide appropriate fall protection PPE and training						
Contractor/Vendor will provide an appropriate ladder/training for work requiring ladder usage						
Scaffold Use:						
Contractor/Vendor has a scaffold safety program						Competent Person:
Safety program includes protocols for daily inspections						
Excavation, Trenching, and Shoring:						
Contractor/Vendor will locate underground utilities before work begins						Utilities located on:
Competent person will complete a soil classification						
Shoring boards and protective systems have been inspected						Competent Person:
Electrical Safety and Control of Hazardous Energy:						
All equipment meets electrical rating requirements						
All electrical panels are labeled and covered						
Equipment specific Lockout/Tagout procedures provide						
Confined Space Entry:						
PCC's Confined Space Entry program has been reviewed						
Hazards and precautions for each location have been reviewed						
Dual permitting paperwork has been reviewed/completed						
Contractor will notify PCC of any additional issues encountered during entry						
Hot Work and Welding:						
PCC's Hot Work program has been reviewed						
Dual permitting paperwork has been reviewed/completed						
Review any work that impacts the building fire suppression system and/or alarms						

Contractor Representative (print)

Representative Signature

CCB Number:

Project Manager Name (print)

Project Manager Signature

Date Reviewed: