

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
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Contractor Environmental, Health and Safety Contacts:

Project Manager/Contact Information			
Superintendent/Contact Information			
EH&S Manager/Contact 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, complaints or consultations			
Provide safety and environmental updates during Owner, Architect and Contractor (OAC) Meetings			

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			

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			

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			

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			

Spill and Release Prevention and Response

Potential sources identified			
Proper storage including containment provided			
Spill response supplies immediately available: absorbent material and secondary containers			

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Safety Issue/Description				Reviewed	N/A	Additional comments or information
Stormwater						
Stormwater management systems identified and reviewed.						Competent Person:
Discuss erosion control and other protective measures implemented by Contractor/Vendor						
Date for installation of Best Management Practices (BMPs).						
Surrounding Area Impact						
Potential Dust/Vapors/Fumes Sources						
Outdoor Air Quality/Indoor Air Quality Control Measures: substitution, ventilation, filtration, etc.						
Noise/Vibration Sources						
Noise and Vibration Control Measures: alternative methods, sound barriers, work hours, etc.						
Monitoring						
Personal Protective Equipment requirements:						
Contractor/Vendor will provide PPE and related training for their employees						List other PPE:
Check all required	Hand	Foot	Body			
Eye	Hearing	Respiratory	Head			
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.)						Competent Person:
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						Competent Person:
Competent person will complete a soil classification						
Shoring boards and protective systems have been inspected						
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						

Safety Issue/Description					Reviewed	N/A	Additional comments or information
Hazardous Building Materials:							
Material	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							
Hot Work and Welding:							
PCC's Hot Work program has been reviewed							Contractor Hot Work Coordinator
Dual permitting paperwork has been reviewed/completed							
Review any work that impacts the building fire suppression system and/or alarms							
Contractor Representative <i>(print)</i>		Representative Signature			CCB Number:		
Project Manager Name <i>(print)</i>		Project Manager Signature			Date Reviewed:		