

## Appendix B: Example Completed Form 1

### 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 #	Pipe repair to replacement	Project Dates	August 10, 2024
Contractor/Vendor (print name)	Acme Supply	PCC Project Manager (print name)	Jane Smith
Description of the Project	Underground pipe repair to replacement		
<b>Safety Issue/Description</b>	<b>Reviewed</b>	<b>N/A</b>	<b>Additional comments or information</b>
<b>Contractor Environmental, Health and Safety Contacts:</b>			
Project Manager/Contact Information	Sara Acme 503-555-1212	✓	
Superintendent/Contact Information	Bill Acme 971-555-1212	✓	
EH&S Manager/Contact Information	Brad Lee 206-555-1212	✓	
<b>Hazard Review and Notification:</b>			
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	✓		
<b>Emergency Medical and First Aid:</b>			
PCC Public Safety Emergency Phone: 971-722-4444 (non-emergency x4902)	✓		
Contractor/Vendor is responsible for their own first aid personnel and supplies	✓		
Review AED and eyewash/safety shower locations	✓		
<b>Environmental Hazards</b>			
Contractor/Vendor has controls for heat illness prevention when apparent temperatures exceed regulatory limits	✓		
Contractor/Vendor has identified/established shade/break areas for employees to access	✓		
Contractor/Vendor has controls for wildfire smoke protection when PM2.5 concentrations exceed regulatory limits	✓		
All affected employees are trained in heat illness prevention and wildfire smoke protection	✓		
<b>Emergency Evacuation and Alarm System:</b>			
Review map and evacuation routes for the campus/center	✓		
Review emergency response for building alarms, fire or evacuation, active threats	✓		
<b>Work Zone Hazard Notification:</b>			
Contractor/Vendor to provide all signs, barricades, or hazard warnings at the work site	✓		Excavation fenced & covered with road plates
Communication to affected employees regarding the signs or barricades in use	✓		
<b>Waste Management and Housekeeping:</b>			
Contractor/Vendor is responsible for waste disposal: general, hazardous, and universal	✓		
Discuss waste accumulation/storage areas	✓		
Project Manager will state final cleanup expectations	✓		

Safety Issue/Description	Reviewed	N/A	Additional comments or information
<b>Spill and Release Prevention and Response</b>			
Potential sources identified	✓		No bulk storage on site BMP install on 8/10/24
Proper storage including containment provided	✓		
Spill response supplies immediately available: absorbent material and secondary containers	✓		
<b>Stormwater</b>			
Stormwater management systems identified and reviewed.	✓		Competent Person: Bill Acme
Discuss erosion control and other protective measures implemented by Contractor/Vendor	✓		
Date for installation of Best Management Practices (BMPs).	✓		
<b>Surrounding Area Impact</b>			
Potential Dust/Vapors/Fumes Sources	✓		Spoil piles covered
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	✓		
<b>Personal Protective Equipment requirements:</b>			
Contractor/Vendor will provide PPE and related training for their employees	✓		List other PPE:
Check all required	Hand ✓	Foot ✓	Body
Eye ✓	Hearing ✓	Respiratory	Head ✓
			High Visibility vests
<b>Equipment:</b>			
Discuss the equipment which will be used (PIT, scissor lifts, cranes, hoists, etc.)	✓		Excavator, trucks, plate compactor & welding equip
Contractor/Vendor will provide their own equipment and training for their employees	✓		
<b>Fall Protection:</b>			
An appropriate fall protection system will be implemented (guardrails, anchors, etc.)	✓		Competent Person: Bill Acme
Contractor/Vendor will provide appropriate fall protection PPE and training	✓		
Contractor/Vendor will provide an appropriate ladder/training for work requiring ladder usage	✓		
<b>Scaffold Use:</b>			
Contractor/Vendor has a scaffold safety program		✓	Competent Person:
Safety program includes protocols for daily inspections		✓	
<b>Excavation, Trenching, and Shoring:</b>			
Contractor/Vendor will locate underground utilities before work begins	✓		Competent Person: Bill Acme
Competent person will complete a soil classification	✓		
Shoring boards and protective systems have been inspected	✓		
<b>Hot Work and Welding:</b>			
PCC's Hot Work program has been reviewed	✓		Contractor Hot Work Coordinator: Bill Acme
Dual permitting paperwork has been reviewed/completed	✓		
Review any work that impacts the building fire suppression system and/or alarms	✓		

Safety Issue/Description					Reviewed	N/A	Additional comments or information
<b>Hazard Communication Program:</b>							
Discuss what PCC chemical hazards are present in the work area and workplace labeling					✓		Contractor/Vendor SDS submitted on:  08/05/24
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					✓		
<b>Hazardous Building Material:</b>							
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						✓	
<b>Electrical Safety:</b>							
Discuss scope of work regarding accessing and interacting with electrical systems						✓	Additional analysis needed: Y/N
Discuss LOTO procedures if scope of work requires control of hazardous energy						✓	
Discuss equipment specific procedures that will be used.						✓	
Discuss LOTO devices to be employed.						✓	
Confirm Contractor/Vendor will provide LOTO devices and tags and be responsible for locking out all devices capable of locking or place an energy control tag on or as near the device as possible						✓	
<b>Confined Space Entry:</b>							
Review scope of work where confined spaces will be entered					✓		Additional analysis needed: Y/N
Identify which confined spaces will require a permit					✓		
Discuss their associated hazards and precautions taken for entry.					✓		
Discuss the required completion of the dual permitting paperwork consisting of Chapter 5 Form 1 Confined Space Entry Permit/Alternate Entry Form as well as the Contractor/Vendor's confined space permit.					✓		
Confirm that Contractors are trained in confined space entry requirements per OR-OSHA and ensuring that the Contractor issues their own Confined Space Entry Permit.					✓		
Discuss record keeping requirements of confined space permits.					✓		
<b>Contractor Representative:</b>  Sara Acme		<b>Representative Signature:</b>  <i>Sam Acme</i>			<b>CCB Number:</b>  7779311		
<b>Project Manager Name:</b>  Jane Smith		<b>Project Manager Signature:</b>  <i>Jane Smith</i>			<b>Date Reviewed:</b>  08/08/24		