

APPENDIX H
ABBREVIATED SITE SAFETY AND HEALTH PLAN FORMAT
(NON-INTRUSIVE ACTIVITIES)

Site Name: _____

Version: Original Revision/Date: _____

Prepared by: _____

Affiliation: _____

Address/Phone: _____

Signature/Date: _____

Reviewer Signature/Date: _____

Title/Affiliation: _____

Reviewer Signature/Date: _____

Title/Affiliation: _____

Team Leader/UXOSO: _____

Title/Affiliation: _____

Signature/Date: _____

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H-1. Site Description and Contamination Characterization.

a. Site Description

SITE LOCATION	APPROXIMATE SIZE
TOPOGRAPHY	SITE USES
<input type="checkbox"/> Forested <input type="checkbox"/> Open Terrain <input type="checkbox"/> Lake, Pond <input type="checkbox"/> Wetland <input type="checkbox"/> Grassland <input type="checkbox"/> Arid <input type="checkbox"/> Hilly <input type="checkbox"/> Tillage <input type="checkbox"/> Other_____	<input type="checkbox"/> Rural <input type="checkbox"/> Urban <input type="checkbox"/> Ag Business <input type="checkbox"/> Commercial <input type="checkbox"/> Farming <input type="checkbox"/> Industrial <input type="checkbox"/> Ranching <input type="checkbox"/> Mining <input type="checkbox"/> Military <input type="checkbox"/> Residential <input type="checkbox"/> Government <input type="checkbox"/> Recreational <input type="checkbox"/> Other_____

b. Contamination Characterization

CHEMICAL CONTAMINANT LISTING				
Chemical Name	Conc. Range	Media: Air Water, Soil	Location	Quantity Expected

ORDNANCE/EXPLOSIVES CONTAMINATION			
Type	Amount	Location	Surface/ Subsurface

H-2. Hazard/Risk Analysis.

a. Tasks to be performed:

Task #: _____

Task #: _____

Task #: _____

Task #	HAZARDS: Safety, Chemical, Physical, Radiological, Biological, OE (*See Below)	ACTION LEVELS: (*See Below)

Notes to Hazard/Risk Analysis:

***HAZARDS:**

Safety:

Structural: (e.g. sagging roof or floor, broken or missing stairs, railings, floor boards, leaning or deteriorated load bearing walls/support beams, etc.)

Falling: (e.g. open pits; manholes; silos; wells; shafts; rocks; steep inclines; wet surfaces; etc.)

Climbing: (e.g. falls from structures > 4 feet; deteriorated ladders or missing rungs; etc.)

Walking or Debris: (e.g. Uneven terrain; animal burrows; surface indentations; exposed nails; broken timbers; sharp protruding objects; broken glass; etc.)

Confined Space (e.g. excavations > 4 feet deep; surface/underground utility vaults; vats/silos/grain bins; open surface tanks/cisterns/septic tanks; cellars/crawl spaces; tunnels; wells; boilers; underground/above ground storage tanks; etc.)(NO ENTRY)

Eye Hazards: (e.g. Thicket branches; airborne dust/windy conditions; contaminated liquid splashes; etc.)

OE/Other: (e.g. explosives; combustible or flammable materials; oxygen deficiency; etc.)

Chemical:

Evaluate the chemical hazards that may be encountered during site activities for each task. For activities utilizing this plan, encounters with chemicals above the PEL, TLV or the IDLH are not expected. THIS PLAN SHALL NOT BE USED IF OVEREXPOSURES OR IDLH CONDITIONS ARE EXPECTED. (List the chemical TLV/PEL/REL; OSHA/NIOSH IDLH; odor threshold/warning levels; warning signs/symptoms of overexposure; concentrations expected on site.)

Physical:

Evaluate the potential for injury from physical agents such as noise, electricity, moving parts/machinery, heat and cold stress that may be present (e.g. loud machinery; overhead or underground power lines; personal protective clothing, etc.)

Notes to Hazard/Risk Analysis (continued)

Radiological:

Evaluate the risk to human health caused by radioactive materials or ionizing radiation fields in the area where work is to be performed. Do not use this Generic SSHP if a qualified health physicist determines that worker exposure is likely to exceed exposure levels considered acceptable for the general public.

Biological:

Evaluate the potential for illness or injury due to biological agents (e.g. poisonous plants, animals, insects, microorganisms, medical waste, etc.)

OE:

Evaluate exposure; minimize people, time, and amount of hazardous material. Age or condition of ordnance DOES NOT decrease hazard. Presence of GREEN MARKINGS indicates chemical filler: EVACUATE IMMEDIATELY. Ordnance exposed to fire EXTREMELY hazardous: EVACUATE IMMEDIATELY.

****ACTION LEVELS:**

Action Levels shall typically be defined as requiring site evacuation only, if significant hazards are encountered. Note: The non-intrusive activities for which this abbreviated SSHP is designed, will not typically encounter ordnance, chemical contaminant or radioactive exposures above background. In the event that chemical or radioactive exposures which are judged to be significant are encountered (reasonable potential to exceed permissible exposure limits or encounter IDLH conditions, or where OE is expected) this plan requires evacuation of the site, reevaluation, and development of a SSHP by the Qualified Industrial Hygienist/Safety Personnel which addresses the potential overexposures.

H-3. Staff Organization, Qualifications, and Responsibilities.

TITLE	NAME	RESPONSIBILITY	PHONE NO.
Qualified IH/SP		Plan Approval	
Proj. Manager			
Team Lead/UXOSO		On-site SOH Authority	
CPR/First Aid			
CPR/First Aid			
Physician			

H-4. Training.

NAME	TYPE: 40-Hr/Rfshr/Suprv	PPE	SITE HAZARD

H-5. Personal Protective Equipment.

a. Personal Protective Equipment (PPE) Program:

- PPE Selection: Level D
- PPE Use and Equipment Limitations: No known atmospheric hazard; work tasks preclude splashes, immersion and potential for unexpected inhalation/contact with chemical hazards.
- Work Mission Duration: Team Leader/UXOSO Instructions
- PPE Maintenance and Storage: Team Leader/UXOSO Instructions
- PPE Decontamination and Disposal: Team Leader/UXOSO Instructions
- PPE Training/Fitting: Team Leader/UXOSO Instructions
- PPE Donning and Doffing: Manufacturer=s Instructions
- PPE Inspection: Team Leader/UXOSO Instructions
- PPE Program Effectiveness: N/A; Level D only
- PPE Temperature Limitations: Impermeable work clothing may cause heat stress. See paragraph 9, this SSHP

b. Levels of Protection/Task:

Level D: A standard work uniform affording minimal protection, used for nuisance contamination only. The following constitute Level D equipment; it shall be used as specified below. (29 CFR 1910.120, appendix A.)

- Coveralls (optional)
- Gloves (optional)
- Boots/shoes, Chemical-resistant steel toe and shank
- Boots, outer, chemical-resistant (disposable)(optional)
- Safety glasses or chemical splash goggles
- Hard hat (optional)
- Escape masks (optional)
- Face shield (optional)
- Disposable Work Clothing (optional)

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TASK #	PPE

H-6. Medical Surveillance.

a. Medical surveillance program employee participation certification:

NAME	EXAM DATE

H-7. Dosimetry

a. Safety and health issues involving employees working within a radiologically restricted area or activities that will generate worker exposure in excess of what is considered acceptable to the general public are beyond the scope of this SSHP.

b. Radiation dosimetry: N/A

c. Employee radiation exposure history: N/A

d. Internal radioactive contamination exposure hazards are beyond the scope of this SSHP.

e. Reports of Exposure to Ionizing Radiation: N/A

H-8. Exposure Monitoring/Air Sampling Program.

- a. Air Monitoring/Air Sampling: (See preamble)
- b. Real-time Screening for Ionizing Radiation: (See preamble)
- c. Sampling and analytical methods: N/A
- d. Sample analysis laboratories: N/A
- e. Meteorological data: N/A
- f. Noise monitoring: N/A
- g. Monitoring/sampling results: N/A
- h. Exposure monitoring records: N/A

H-9. Heat/Cold Stress Monitoring.

The buddy system or appropriate monitoring procedures shall be used to observe heat stress symptoms. Arrangements shall be made to provide access to plain cool potable water.

H-10. Standing Operating Safety Procedures, Engineering Controls and Work Practices.

- a. Site rules/prohibitions: Use buddy system (exception: preliminary assessments of eligibility-but still recommended); no eating/drinking/smoking.
- b. Work permit requirements: None. [e.g. No radioactive work, excavation, hot work, confined space, etc.]
- c. Material handling procedures: Do not handle soils, liquids, radioactive materials.
- d. Drum/container handling procedures and precautions: Do not open, sample or overpack.
- e. Confined space entry procedures: Avoid/Do not enter.
- f. Hot work, sources of ignition, fire protection/ prevention, and electrical safety: Avoid all electrical hazards, no smoking, avoid spark producing objects.
- g. Excavation and trench safety: Avoid/Do not enter.

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- h. Guarding of machinery and equipment: Do not operate/avoid all physical contact.
- i. Lockout/Tagout: N/A
- j. Fall protection: No structural climbing, avoid potential areas where fall through could occur.
- k. Hazard Communication: N/A
- l. Illumination: Daylight hours only; flash light optional.
- m. Sanitation: Use on-site/off-site facilities.
- n. Engineering controls: N/A
- o. Process Systems Safety: N/A
- p. Signs and labels: N/A
- q. Ordnance/Explosives Site work practices:
 - (1) Do not touch or move any ordnance items regardless of the marking or apparent condition.
 - (2) Do not visit an ordnance site if an electrical storm is occurring or approaching. If a storm approaches during a site visit leave the site immediately and seek shelter.
 - (3) Do not use radio or cellular phones in the vicinity of suspect ordnance items.
 - (4) Do not walk across an area where the ground cannot be seen. If dead vegetation or animals are observed, leave the area immediately due to the potential contamination of chemical agent.
 - (5) Do not drive vehicles into a suspected OE area; use clearly marked lanes.
 - (6) Do not carry matches, cigarettes, lighters or other flame producing devices into an OE site.
 - (7) Do not rely on color code for positive identification of ordnance items or their contents.
 - (8) If necessary, approach ordnance items from the side, avoid approaching the front and rear areas.

- (9) Always assume ordnance items contain a live charge until it can be determined otherwise.

SPECIFIC ACTIONS TO BE TAKEN UPON LOCATING ORDNANCE

- (1) Do not be misled by markings on the ordnance item stating practice bomb, a dummy or inert. Even practice bombs have explosive charges that are used to mark/spot the point of impact; or the item could be mismarked.
- (2) Do not roll the item over or scrape the item to identify the markings.
- (3) The location of any ordnance items found during site investigation should be clearly marked so it can be easily located and avoided.
- (4) Upon locating any OE, notify USAESCH at (256) 895-1582 during office hours, (central time). If after hours, notify USAESCH at (256) 895-1180.

H-11. Site Control Measures.

- a. Work zones and access points.
- b. Site map delineating work zones (attached as appropriate).
- c. Ionizing radiation restricted areas.
- d. On-site and off-site communications:
 - (1) On-site Communication: Oral with a contingency for hand signals, or on-site cellular phone / FM two way radio (in the absence of suspected ordnance).
 - (2) Off-site Communication (Either on-site cellular phone / FM two way radio (in the absence of suspected ordnance) or specified readily accessible on/off-site public or private phone):
- e. Site security (physical and procedural) description:
 - (1) Physical Site Security.
 - (2) Procedural Site Security.
- f. General site access description:

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H-12. Personal Hygiene and Decontamination.

- a. Necessary facilities and their locations.
- b. Decontamination SOPs: N/A

H-13. Equipment Decontamination.

- a. Decontamination facilities/locations: N/A
- b. Decontamination procedures: N/A

H-14. Emergency Equipment and First Aid Requirements.

- a. First aid equipment and supplies: As specified:
- b. Emergency eye washes/showers: N/A
- c. Emergency-use respirators: N/A
- d. Spill control materials and equipment: N/A
- e. Fire extinguishers: As specified according to size, type, and location:

H-15. Emergency Response and Contingency Procedures (On-Site and Off-site).

- a. Local fire/police/rescue pre-notification:
- b. Emergency Response Plan:
 - (1) Pre-emergency planning and procedures for reporting incidents to appropriate government agencies: As specified and prearranged by the UXOSO.
 - (2) Personnel roles, lines of authority, communications:
 - (a) Personnel roles (See Paragraph 3):
 - (b) Lines of Authority (See Paragraph 3):
 - (c) Communications (See Paragraph 11.d):
 - (3) Posted instructions (attach route map) and list of emergency contacts:
 - (a) Project Manager (See Paragraph 3)

- (b) Qualified Industrial Hygienist (See Paragraph 3)
- (c) Qualified Safety Personnel (See Paragraph 3)
- (d) Nearest Medical Facility
- (e) Ambulance
- (f) Police
- (g) Fire
- (h) Poison Control Center
- (i) State/Local Emergency Response Centers
- (j) National Response Center (by U.S. Coast Guard)
- (4) Emergency recognition and prevention: The site shall be evacuated in the event significant unexpected hazards are encountered which cannot be safely documented from an appropriate safe distance.
- (5) Site topography, layout, and prevailing weather conditions:
 - (a) Site Topography (See Paragraph 1.a).
 - (b) Layout.
 - (c) Prevailing Weather Conditions.
- (6) Criteria and procedures for site evacuation (emergency alerting procedures/employee alarm system, emergency PPE and equipment, safe distances, places of refuge, evacuation routes, site security and control).
 - (a) Emergency Alerting Procedures/Alarm System: Oral Communication for small groups; emergency signals for large groups (e.g. air horns) as specified by the UXOSO.
 - (b) Emergency PPE and Equipment (See Paragraph 14).
 - (c) Safe Distances: As specified by the UXOSO.
 - (d) Places of Refuge: As specified by the UXOSO.

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- (e) Evacuation Routes (See route map): As specified by the UXOSO.
- (f) Site Security and Control(See Paragraph 11): As specified by the UXOSO.
- (7) Specific procedures for decontamination and medical treatment of injured personnel.
- (8) Route maps to nearest pre-notified medical facility: See attached; as specified by the UXOSO.
- (9) Criteria for initiating community alert program, contacts and responsibilities: N/A.
- (10) Critique of emergency responses and follow-up:

c. 29 CFR 1910.38(a) applicability: See Paragraph 15.b.

H-16. Accident Prevention.

a. Additional Accident Prevention Plan topics required by EM 385-1-1 which are not specifically covered in this appendix, shall be addressed as follows:

H-17. Logs, Reports, and Recordkeeping.

a. The records may include the following:

- (1) Daily safety inspection logs (may be part of the Daily QC Reports): N/A
- (2) Equipment maintenance logs: N/A
- (3) Environmental and personal exposure monitoring/ sampling results: N/A
- (4) Records of radiation surveys, monitoring and disposal as per 10 CFR 20 subpart L:
N/A

SAFETY BRIEFING CHECKLIST/SSHP ACCEPTANCE FORM

SITE NAME: _____ DATE/TIME _____

GENERAL INFORMATION

- _____ Purpose of Visit
- _____ Key Site Personnel/Responsibilities
- _____ Training & Medical Requirements

Site-Specific Information

- _____ Site Description/Characterization/Past Uses
- _____ Previous Studies/History
- _____ Contaminant Characterization
- _____ Potential Site Hazards/Health Effects
- _____ OE Safety Procedures
- _____ Site Personal Protective Equipment(PPE) Program
- _____ Site SOPs
- _____ Site Control Measures, Decontamination and Communications
- _____ Emergency Equipment
- _____ Emergency Response/Phone Numbers/Nearest Medical Facility
- _____ Unanticipated hazardous conditions shall result in ceasing activities and evacuation of the site in accordance with instructions from the UXOSO.

PLAN ACCEPTANCE

I, the undersigned, have read and have been verbally briefed on the topics noted above and in the SSHP; I understand the SSHP and agree to comply with all the indicated safety and health requirements:

PRINTED NAME	ORGANIZATION	SIGNATURE	DATE
Safety Briefing Presenter		Signature	Date