PHNSY&IMF CODE 400
LOCAL STANDARD ITEM

FY-2010

ITEM NO. 099-05PH
DATE: 22 JUL 2010
CATEGORY: 1

1. SCOPE:

1.1 Title: Miscellaneous Requirements; accomplish

2. REFERENCES:

2.1 Standard Items

2.2 Occupational Safety and Health Administration (OSHA), 29 Code of Federal Regulations (CFR), Part 1915

2.3 Occupational Safety and Health Administration (OSHA), 29 Code of Federal Regulations (CFR), Part 1910

2.4 National Fire Protection Association (NFPA), Standard 30

3. REQUIREMENTS:

3.1 Smoking will not be allowed onboard ship or within the confinements of the dry-dock.

3.2 Eating or beverages (coffee, soft drinks, etc.) is not allowed aboard ship or within the confinements of the dry-dock except in areas designated by the SUPERVISOR. Food is not allowed in any engineering space.

3.3 When access to a locked space is required, provide a minimum of two (2) hours notification to the designated Ship's Force representative. For access to locked spaces on weekends, holidays or other than normal 0730 to 1600 work hours, provide four (4) hours notification or a four (4) hour delay at Contractor's expense can be anticipated.

3.4 Oxygen, acetylene or other gas cylinders shall meet the requirements of Department of Transportation; Title: 49 Code Of Federal Regulations; Sub-Chapter A; Part 173.

3.5 Delays and disruptions are inherent in availabilities and these conditions should be should be considered. Make all reasonable attempts to minimize the costs. Schedule work in advance to avoid delays and/or disruptions. Resolve delay and disruption problems and reschedule work and personnel when delays and disruptions occur. In the event of a Government caused delay or disruption, notify the

SUPERVISOR when it will increase the cost, otherwise the cost will be the contractor's responsibility.

3.5.1 Verbally notify the SUPERVISOR at the time of occurrence (normal day shift). Delays not expeditiously verbally reported will not be considered. Follow verbal notification with a letter to the Contracting Officer, with information copy to onsite SUPERVISOR representative, within 24 hours of the occurrence, listing:

3.5.1.1 Reason for Government caused delay or disruption:

3.5.1.2 Action taken to properly schedule work;

3.5.1.3 Action taken to minimize the costs;

3.5.1.4 Number of man-hours lost by trade, number of people and length of time. Delays not expeditiously reported by letter will not be considered.

3.6 Equipment, material and ship components, whether arriving, being removed or stored, shall be suitably tagged denoting contractor's name, contract number, ship's name and the work item number; including drums, containers, fire extinguishers, and oxygen/acetylene/gas cylinders.

3.7 Chipping, deck scaling and other actions which produce disturbing noise levels shall not be accomplished between 2000 hours and 0600 hours.

3.8 Contractor and subcontractor personnel shall wear hard hats with the company's name clearly visible on the hat in designated areas, in situations where head injuries can be prevented by wearing hard hats, and where signs indicate the use of hard hats. Appropriate company's initials are acceptable (e.g. BAEH, HSIEB, HMI, etc.).

3.9 All personnel shall wear applicable hard hats and safety shoes when work is performed within the Navy's dry-dock area.

3.10 All personnel shall wear safety glasses with side-shields, or similar full "eye protection" equipment (e.g. eye goggles, face shields, etc.) when potentially subject to eye hazard condition(s), including when in or passing through an eye hazardous area.

3.11 All personnel shall wear long pants at the Naval piers and dry-dock facilities.

3.12 Personal property taken aboard the ship (such as tool boxes, special tools, clothing, etc.) will be subject to search and inventory daily on arrival and departure and may not remain onboard ship in work areas unattended.

3.13 Compartments, spaces and areas where contractor's work is being accomplished shall be maintained in a neat, clean condition at all times. Loose parts of equipment and components, disassembled for the accomplishment of work, shall not be left in an untidy, cluttered condition.

3.14 If Government equipment, tools, technical manuals, etc., are loaned to the contractor, these items shall be returned to the SUPERVISOR upon completion of the work. The Contractor shall reimburse the Government for any and all items lost while in

his/her possession.

3.15 The Contractor shall provide four (4) legible copies of the following information to the SUPERVISOR Contracting Officer (Code 400) seven (7) days prior to start of work:

3.15.1 Names, Job Title, and addresses of all Prime contractor and subcontractor personnel who will perform work onboard ship; including:

3.15.1.1 Their social security numbers;

3.15.1.2 Statement of U.S. citizenship, (Note: aliens/foreign nationals are not permitted onboard U.S. Navy vessels without prior, specific, cases by base clearance/permission form any appropriate OD activity; if the person was Naturalized, provide Naturalization Number);

3.15.1.3 Security clearances if the person has one and when required by the nature of the work in the Job Order.

3.15.2 The personnel listing thus provided shall contain a statement certifying the accuracy of the information furnished, and shall be signed by the appropriate official in the Prime Contractor's organization.

3.15.3 Submit information as necessary for new personnel.

3.16 For the ship to be repaired and any support craft identified in the solicitation, the Contractor shall be responsible for the costs of all services and procedures, charges, tolls and fees assessed in accordance with the State of Hawaii Department Of Transportation, Harbors Division Rules and Regulations and Tariff Number 4. This applies whether the vessel/craft operates under its own power or is under tow by a Government or commercial tug.

3.16.1 The Contractor shall be responsible to pay for the cost enumerated above for all subsequent Port Entries by additional craft (water barges, fuel, barges, work barges, etc.) although not identified, but may become necessary in support of this Job Order. Such additional costs incurred by the Contractor shall be reimbursed by the Government upon presentation of proper documentation.

3.16.2 All Port entries for Honolulu Harbor, Kewalo Basin, Barber's Point Harbor, and Pearl Harbor shall be coordinated through the cognizant SUPERVISOR Availability Manager (AM) or Type Desk Officer (TDO). A minimum of twenty-four (24) hours advance notice is mandatory. Upon proper notification, the SUPERVISOR Representative will notify the proper authorities, make the necessary arrangements, and obtain the required clearances. When notifying Honolulu Port Control (Harbor Master/Aloha tower), the SUPERVISOR Representative will identify the Master Ship Repair Agreement (MSRA)/Agreement for Boat Repair (ABR) Contract number and the Job Order Number for fee billing purposes.

3.17 The contractor shall provide transportation, and pick-up all Government Furnished Material (GFM) from the SUPERVISOR, and transport same to the job site or to the Contractor's facility.

3.17.1 Advance notice of three (3) working days is required prior to pick-up of GFM. Contact the SUPERVISOR; Supply Technician; Code 4451; at 473–8000 extension 4246 (office) or 363–0776 (pager) for arrangement of GFM

movement.

3.17.2 Submit four (4) legible copies of completed GFM Inspection and Receiving Report (SSDDPH 450/451) and Quality Deficiency Report (Category II) to the SUPERVISOR; Supply Technician, Code 4451.

3.18 Upon completion of the Job Order, provide four (4) legible copies of the Final Inventory List of all mandatory turn-ins and salvageable Government Property to the SUPERVISOR Contracting Officer; Code 400. Provide transportation and return all mandatory turn-ins and salvageable Government Property. Advance notice of five (5) working days is required prior to transport of all Government Property to the SUPERVISOR; Supply Technician; Code 4451. Call 473–8000 extension 4246 or 363–0776 (pager) for arrangement of Government Property turn-over.

3.18.1 Final Inventory List to provide following data/information as applicable:

3.18.1.1 Job Order number;

3.18.1.2 Work Item number;

3.18.1.3 Ship Name and Hull number;

3.18.1.4 Name Plate Data and item description;

3.18.1.5 GFM Government Delivery Invoices;

3.18.1.6 Contractor Furnished Material (CFM) Contractor Purchase Order with Price(s); and

3.18.1.7 Unit of issue and quantity.

3.19 Non–Destructive Testing (NDT) reports and "As Released" NDT Condition Reports shall be submitted to the SUPERVISOR; Code 4300; no later than two (2) working days following completion of the related tests or inspections.

3.19.1 All NDT Reports and "As released" NDT Condition Reports showing UNACCEPTABLE indications shall be submitted to the SUPERVISOR; Code 300; no later than twenty–four (24) hours after completion of the NDT inspection.

3.20 Notify the SUPERVISOR's designated representatives; Code 4300; at least two (2) working days prior to commencing any radiographic inspection on Pearl Harbor Naval Shipyard's, Naval Station's, and/or on Sub–base's property.

3.20.1 Submit one legible copy of the applicable NRC or Agreement State license/permit to the SUPERVISOR, Attn:C/4300, not later than seven (7) working days prior to accomplishing the radiographic inspection.

3.20.2 Submit one legible copy of the Radiographic Operating Procedure and a copy of Emergency/Safety Procedures to the SUPERVISOR, Attn: C/4300, not later than seven (7) working days prior to accomplishing the radiographic inspection. The procedure(s) shall contain the following minimum information:

3.20.2.1 Contractor's name and address

3.20.2.2 Copy of the current "certificate" of the

radiographer(s) performing the inspection and the cognizant examiner of the activity.

3.20.2.3 Process title, process number, and the date the process was approved by activity's cognizant examiner.

3.20.2.4 Clear description of the processes and steps that have a direct bearing on quality and safety. Include a draft sketch that identifies proposed locations of radiation boundary areas.

3.20.2.5 Minimum radiographic procedure requirements as outlined in paragraph 3.3.2.1 of T9074–AS–GIB–010/271.

3.20.3 A copy of the procedure shall be at the work site during the performance of work. up-date the sketch of 3.20.2.4 upon determination of actual radiation boundaries.

3.20.4 Submit a radiographic report in accordance with paragraph 3.4.15 of T9074–AS–GIB–010/271 to the SUPERVISOR, Attn: C/4300, no later than 24 hours after completion of the radiographic inspection. The report shall include the radiographic film.

3.21 Seven (7) days after start of contract (A+7), submit to the SUPERVISOR; C132 a list of Process Control Procedures (PCP) required by each work item as well as PCPs required by any invoked NAVSEA Standard Items or PHNSY&IMF Local Standard Items. The listing shall identify the PCP's title, due date, status of submittal (submitted or delinquent) and, as applicable, reason for being late with a revised due date.

3.21.1 Submit a PCP revised listing on a weekly basis identifying all changed information until all PCPs are completed.

3.22 Use of yellow colored plastic, herculite, or other yellow colored materials and marking of tools or equipment yellow colored are strictly prohibited.

3.23 During hurricane season all temporary office/work structures (portable trailers) shall have manufacturer approved "Hurricane Trailer Tie-downs".

3.23.1 When required, subject tie-downs requiring anchors driven into the ground shall have all affected areas toned for identification/protection of underground utilities prior to anchor installation. Toning services are available through the Shipyard Trouble Desk at 474–9123.

3.24 Do not enter PHNSY & IMF buildings, spaces, and areas not covered by the contract except on obtaining of prior approval from the Shipyard & IMF department/office/shop having jurisdiction of the area(s) via the SUPERVISOR.

3.25 Do not stack material or park within ten (10) feet of the CIA perimeter fence.

3.25.1 Remove from the work site or secure from use, ladders, or other such equipment that could be used to climb the CIA perimeter fence.

3.26 Bicycle riders shall have "on" approved (e.g., Consumer Product Safety Commission (CPSC), American National Standards Institute (ANSI) or Snell Memorial Foundation) bicycle helmet while riding a bike on the PEARL HARBOR COMPLEX (see Note 4.1).

3.26.1 "ON" is defined as being strapped on (i.e. use the chin strap).

3.26.2 Hard hats are not an approved bike helmet and vice versa.

3.27 Do not reuse beverage containers to hold paints, solvents, thinners or other liquids.

3.28 Contractor shall provide his/her own temporary storage containers that conforms to the requirements of 2.b through 2.d. for storage of all Hazardous Materials (HM) (e.g. flammable, combustible liquids, corrosives, oxidizers, etc.) that will be used during the performance of the contract.

3.28.1 All incompatible HMs shall be separated accordingly.

3.29 Kept clear at all times all designated fire lanes (yellow marked areas).

3.30 Keep clear of all dockside gantry crane rails unless prior authorization have been obtained from the SUPERVISOR.

3.30.1 Notify the SUPERVISOR a minimum of two (2) hours in advance for a need to temporarily impede the passage of a gantry crane to support contractor's work. Notification is required regardless of whether or not a gantry crane is on-site. In all cases, the Contractor shall be required to clear the gantry crane rails at the end of the shift (or close of business for the day).

3.31 Stage all contractor's and subcontractors equipment, materials, etc., as designated and authorized on the lay-down plan provided with the solicitation.

3.32 Notify the Regional Dispatch Center (RDC) of any mishaps at (808) 474–1271.

3.33 Notify the SUPERVISOR immediately after any mishaps.

3.34 While on Pearl Harbor Naval Base Complex, strictly prohibit possession and/or use Personal Electronic Devices (PEDs) that have the capability of recording picture [e.g. cameras, cell phone with camera, watch with camera, etc.) and prohibit possession and/or use of PEDs that have the capability of voice/sound recording, with the exception of cell phone with direct voice message recording capability (e.g. personal cassette/CD recording players, blue tooths, iPODS, etc.).

4. NOTES:

4.1 Contractor personnel may receive a citation by a Naval Base Police Representative for not properly wearing the appropriate bicycle safety helmet while operating a bicycle on the Pearl Harbor Naval Base Complex.

5. GOVERNMENT FURNISHED MATERIL (GFM):

5.1 None.