DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT BLISS
1741 MARSHALL ROAD
FORT BLISS, TX 79916

IMBL-SO 08 Jan 2020

MEMORANDUM FOR All Contractors Submitting Project Requests

SUBJECT: Required Safety Documents/Information for Project Requests

1. In accordance with Army Regulation 385-10, The Army Safety Program, contractors must provide the Installation Safety Office (ISO) with the following Documents/Information (as applicable to the work being accomplished) for review and approval 60 days prior to the contractor proceeding with any work.

a. Statement of Work (from DPW, MICC or the Army Corp of Engineers)

b. Activity Hazard Analysis (AHA's) for all Hazards

c. POC listing to include: Contractor's on site Safety officer, Competent/Qualified Person, Program Manager, primary and alternate Government Contracting Officer Representative (COR)

d. A Contractor safety plan (A subcontractor safety plan must also be submitted if the subcontractor does not fall under the main contractor's safety plan) which will include the following (**as applicable**):

1. Accident Prevention Program
2. Aerial lift requirements
3. Compressed Gas and Chemical Safety
4. Concrete and Masonary Safety
5. Confined Space Plan
6. Crane and Hoist Program
7. Disciplinary Action Program
8. Electrical Safety
9. Emergency Action Plan
10. Excavation/Trenching Plan (and dig permit)
11. Fall Protection Plan
12. Fire Protection and Prevention Plan
13. First Aide and Medical Program (to include Bloodborne Pathogens)
14. Flammable Liquids Plan
15. Hand and Power Tool Safety
16. Hazard Communication Program
17. Hearing Conservation Program
18. Heat and Cold Stress Prevention Program
19. Heavy Equipment Program (backhoes, excavators, graders, etc.)
20. Housekeeping and Material Storage
21. Ladder and Stairway Safety
22. Lockout/Tagout Plan
23. Material Handling Storage and Disposal
24. Personal Protective Equipment (PPE)

25. Radiation Program
26. Reporting and Recording Injuries
27. Respiratory Protection Plan
28. Sanitation Plan
29. Scaffold Safety Program
30. Steel Erection Program
31. Vehicle Safety Program
32. Warning Signs, Signals and Barricades
33. Welding, Cutting Plan and Hot Process Safety (Hot Tar Kettle etc.)
34. Workplace Violence/Drug/Alcohol Program

e: Training Certificates/Licenses:

1. Safety Officer
2. Competent/Qualified Person
3. Electrical
4. Fall Protection
5. Excavation/Trenching
6. Scaffolding
7. Confined Space
8. Respirator Protection
9. Heavy equipment, Crane Operator, Rigger, Signalman
10. First Aide and Bloodborne Pathogens

NOTES:

29 CFR 1926.32(f) states: "Competent person" means one who is capable of identifying existing and predictable hazards in the surroundings or working conditions, which are unsanitary, hazardous, or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them.

29 CFR 1926.32(l) states: "Qualified" means one who, by possession of a recognized degree, certificate, or professional standing, or who by extensive knowledge, training and experience, has successfully demonstrated his ability to solve or resolve problems relating to the subject matter, the work, or the project.

These definitions provide that a **competent person must have authority** to take prompt measures to eliminate hazards at the work site and have the experience to be capable of identifying these hazards. This is the reason a competent person is required under inspection requirements in 29 CFR 1926.650 and 29 CFR 1926.651.

The definitions provide that a **qualified person must have** a recognized degree, certificate, etc., or extensive experience and ability to solve the subject problems, at the worksite. This is the reason why 29 CFR 1926.651(f) requires that supporting systems design shall be by a **qualified person.** There may be a requirement for more technical or engineering knowledge.

2. The point of contacts for this action are:
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