VA Hospital
Hines, IL 60141

Policy Memorandum 578-12-138A-076 (R-2)
July 16, 2018

SAFETY AND HEALTH DURING CONSTRUCTION ACTIVITIES

Changes:

- 3 Responsibilities:

  Revised Section a. (2) to remove Engineering (Facilities Management) and Engineering (Projects Management) and to include Engineer (Project Planning Section), Engineering (Maintenance and Operations), and Engineering (Healthcare Technology Management).

  Revised Section a. (3) from "complete at least 10 hours of Construction Safety Training at least every 2 years; or complete 30 hours of Construction Safety Training" to "complete 30-hour Construction Safety Training and subsequently completes at least 10 hours of Construction Safety Training at least every 2 years."

  Changed the title of Section c from Chief, Facilities Management Service to Chief, Engineering Service.

  Changed the title of Section c from Chief, Biomedical Engineering to Chief, Healthcare Technology Management.

  Correcting Section h. (3) to correctly indicate "CSO(s)" instead of "CSC(s)".

  Changed the title of Section i from Facility Safety Program Manager or designee to Safety and Occupational Health Manager or designee.

  Changed the title of Section h from Infection Preventionist to Infection Control Manager or designee.

- 5 References:

  Replaced reference VHA Directive 2011–036, Safety and Health During Construction Activities, dated September 22, 2011 (Data available on Intranet) with VHA Directive 7715, Safety and Health During Construction, dated April 6, 2017 (Data available on Intranet)

  Replaced reference Interim Life Safety Measures, Policy Memorandum 578-02-001-088(R-2), dated October 3, 2011 (Data available on intranet) with Interim Life Safety Measures, Policy Memorandum 578-02-001-088 (R-3), or more current version (Data available on intranet)

  Replaced reference Above Ceiling Entry and Wall Construction Permits 578-07-001-102 (R-2) dated December 27, 2011 (Data available on Intranet) with Above Ceiling Entry and Wall

Construction Permits 578-12-138A-079 (R-3), or more current version (Data available on intranet)

Replaced reference Smoking Policy 578-03-001-038 (R-2) dated February 1, 2012 (Data available on intranet) with Smoking Policy 578-03-001-038 (R-3), or more current version (Data available on intranet)

Replaced reference Hazard Communication Program 578-03-001-034 (R-1) dated January 13, 2012 (Data Available on intranet) with Hazard Communication Program 578-03-001-034 (R-2), or more current version (Data available on intranet)

- 6 Rescission:

  Changed to Policy 578-12-138A-076 (R1) Safety and Health During Construction Activities

- 8 Follow-up Responsibility:

  Changed from Facilities Management Service to Engineering Service.

- 9 Attachments:

  Created Section 9 and move the attachments list into this section.

- Signature Change

  Changed Director's signature from Joan M. Ricard, FACHE, Hospital Director to Steven E. Braverman, M.D., Hospital Director.

Removed from Previous Policy:

- 3 Responsibilities:

  The Construction Safety Committee (Multi-Disciplinary Team), Section m. (2): Conducting preconstruction risk assessments for air quality requirements, infection control, utility requirements, noise, vibration, and other hazards that affect care, treatment, and services. Using the current American Institute of Architects (AIA) Guidelines, staff must conduct and document in writing preconstruction risk assessments during the design or planning stage of the work (prior to bidding, award, and starting work). Preconstruction risk assessments must focus on eliminating or minimizing the above-mentioned risks during construction and renovation activities. The complexity of the preconstruction risk assessment report is determined by the complexity of the threats posed by the construction project. Assigned VHA staff and Construction Facility Management Resident Engineers (CFM REs) must confirm compliance during the construction phase of the work.

  The Construction Safety Committee (Multi-Disciplinary Team), Section m. (5): Participating in all phases of construction work from planning through completion. This includes review and approval of construction plans, contract specifications, and contract submittals related to construction safety and health and any other documents that may assist in the implementation of an effective Construction Safety Program. The Multi-Disciplinary Team must be involved early in the process and continue oversight on a regular basis to avoid costly and disruptive delays.

Education/Training: Engineering Service has already reviewed policy to include in-service training.

Related Forms: see attachments

Key words: safety, health, construction, activities

VA Hospital
Hines, IL 60141

Policy Memorandum 578-12-138A-076 (R-2)
July 16, 2018

SAFETY AND HEALTH DURING CONSTRUCTION ACTIVITIES

1. **PURPOSE:** To establish policy and procedures to ensure that construction projects will be planned, coordinated and regularly inspected to ensure compliance with applicable fire, infection control, environmental, security, safety, and occupational health regulations and policies.

2. **POLICY:**

a. To protect patients, staff, visitors, and contractors from safety and health hazards associated with construction activities, this policy is established for the Edward Hines Jr. VA Hospital (Hines VA) and for all property where construction is undertaken. This policy requires that strategies be established to control the hazards inherent in conducting construction or maintenance operations in areas that are occupied by patients, visitors, or healthcare staff. These strategies include the assignment of appropriate responsibility at all levels of the organization, establishing and maintaining the necessary expertise to manage an effective construction health and safety program, applying technical guidance and best practices to assist in managing the program, and providing a Construction Safety Committee to oversee and enforce the application of this policy.

b. Construction activities shall be defined to include delegated minor or non-recurring maintenance projects performed by contractors, station-level projects performed by contractors, and station Maintenance and Operations (M&O) personnel. Construction shall also include non-delegated projects including majors. Hines VA shall coordinate those construction impacts with the project's Project Engineer/Contracting Officers Representative (COR) through Hines VA single point of contact. This definition also applies to Enhanced Use and Lease (EUL) projects related to structures for which Hines VA maintains management responsibility or authority.

c. The intention of this Construction Safety Program is to reduce the potential for injury and illness to VA patients, employees, and visitors that might result from unsafe construction activities; to increase the level of construction safety expertise of VA employees; to decrease the potential for serious Occupational Safety and Health Administration (OSHA) violations; to provide a guideline for addressing safety-related construction issues; and to reduce the potential for property and liability exposures due to construction-related activities.

d. Proper application of this program will reduce the potential for liability, which could result from construction accidents, life safety deficiencies, or infection control failures.

3. **RESPONSIBILITY:**

a. VA Hospital Director:

(1) Establishing and monitoring an effective facility Construction Safety Program.

(2) Establishing a Multi-Disciplinary Team (Construction Safety Committee) with representatives from the following program areas:

- Infection Control
- Patient Safety
- Occupational Safety and Health
- Police
- Engineering (Project Planning Section)
- Engineering (Maintenance and Operations)
- Engineering (Healthcare Technology Management)
- Green Environmental Management System (GEMS)
- Emergency Planning Coordinator
- Local Union Safety Representatives (from affected bargaining units)
- Contracting
- Employee Occupational Health

(3) Ensuring that appropriate staff receives training in construction safety. All members of the Multi-Disciplinary Team complete 30-hour Construction Safety Training and subsequently completes at least 10 hours of Construction Safety Training at least every 2 years.

(4) Ensuring that the Construction Safety Committee actively engages in:

(a) Protecting patients, visitors, and employees from traumatic injury, toxic environmental exposures, and occupational and facility-associated infections.

b. Associate Director:

(1) Completing responsibilities delegated from the Hospital, as appropriate, for oversight of these policies.

c. Chief, Engineering Service:

(1) Working with contractor and VHA facility staff to coordinate and monitor an effective Construction Safety Program for projects under their direction.

(2) Completing OSHA's 30-hour Construction Safety Training and subsequently completes at least 10 hours of Construction Safety Training at least every 2 years.

(3) Supporting the periodic inspections of construction sites.

(4) Ensuring contractors comply with VA safety and health policies and procedures and contract requirements.

(5) Serving on the facility Construction Safety Committee/subcommittee to ensure contracts meet the committee's requirements.

(6) Supporting the Construction Safety Officer, Facility Safety Manager, Contracting Officer, and engineering staff in implementing the Construction Safety Program.

d. Chief, Project Planning Section:

(1) Working through safety and health staff, CORs, maintenance staff, contractors, and the Construction Safety Committee to plan, coordinate and monitor the Construction Safety Program for all projects at the facility.

(2) Completing OSHA's 30-hour Construction Safety Training and subsequently complete 10 hours of Construction Safety Training at least every 2 years.

(3) Participating in monthly construction rounds of construction sites to ensure compliance with safety elements of the construction contract and performance of the program.

(4) Serving on the facility Construction Safety Committee to ensure contract requirements meet the committee's approval.

(5) Supporting the Competent Person (CP), Safety Officer, Infection Control Practitioner, Contracting Officer (CO), and engineering staff in implementation of the Construction Safety Program.

(6) Working with contracting staff to ensure competent staff is assigned as CORs to oversee work.

e. Chief, Maintenance and Operations Section:

(1) Completing OSHA's 30-hour Construction Safety Training and subsequently complete 10 hours of Construction Safety Training at least every 2 years.

(2) Participate in construction rounds of in-house construction sites to ensure compliance with safety elements of the construction contract and performance of the program.

(3) Ensure that in-house work forces have necessary training and competency for tasks being performed.

f. Chief, Healthcare Technology Management:

(1) Ensuring that all construction accomplished in support of major equipment installations (as a part of the equipment purchase) comply with the site Construction Safety Program policy and procedures.

g. Contracting Officer (CO) and Contracting Officer's Representative (COR):

(1) Completing at least at least 10 hours of Construction Safety Training and completing OSHA's 30-Hour Construction Safety training. Subsequently, complete at least 10 hours of construction safety training every 2 years.

(2) Ensuring that all solicitations and contracts include the Federal Acquisition Regulation (FAR) clause found in FAR 52.236-13, Accident Prevention, and Veterans Affairs Acquisition Regulation (VAAR) clause found in VAAR 836.236-87.

(3) Designating, in writing, the Construction Safety Officer(s) (CSO) to serve as the Safety Officer for VHA contracts.

(4) Adding paragraph (f) found in FAR 52.236-13 to the basic clause if the contract will involve work of a long duration or hazardous nature, or performance on a government facility that on the advice of CSO or COR involves hazardous materials or operations that might endanger the safety of the public or government personnel or property.

(5) Ensuring that all solicitations and contracts specify that on-site general and sub-contractor's construction workers have completed at least 10 hours of Construction Safety training or the OSHA 30-hour Construction Safety training, and other relevant competency training, as determined by the CSO with input from the Multi-Disciplinary Team. The determination for other relevant competency training is based on the project hazards and complexity, Federal, and State regulations and VA requirements.

(6) Ensuring that all projects require contractor certification verifying completion of required training.

(7) Ensuring submittals for contract construction or renovation work to include the names, qualifications, and training dates for the contractor CP designated to administer the site-specific safety program, as well as the CP for other activities as required by OSHA regulation (such as scaffolds, cranes, excavations, etc.).

(8) Serving on the facility Construction Safety Committee or subcommittee to ensure contracts meet the Committee's requirements.

(9) Supporting the CSO, Facility Safety Manager, and appropriate staff in implementing the construction safety program and enforcement of the contracts.

(10) Ensuring that if contracted construction worker(s) have been determined to be at risk for transmission of tuberculosis (TB) based upon the TB section of the Infection Control Risk Assessment (to be completed by COR and approved by Infection Control prior to Contract Award), the contractor must provide written certification that all contract employees assigned to the work site have had a pre-placement tuberculin screening within 90 days prior to assignment to the worksite and been found to be with negative screening reactions. This can be the CDC two-step skin testing or a Food and Drug Administration (FDA)-approved blood test. Contract employees manifesting positive screening reactions to the tuberculin must be examined per current CDC guidelines prior to working on VHA property. Subsequently, if the employee is found without evidence of active (infectious) pulmonary

TB, a statement documenting examination by a physician must be on file with the employer (construction contractor) noting that the employee with a positive tuberculin screening test is without evidence of active (infectious) pulmonary TB. If the employee is found with evidence of active (infectious) pulmonary TB, the employee would require treatment with a subsequent statement as outlined in subparagraph 4q(11)(c) before being allowed to return to work on VHA property.

(11) Evaluating and considering past safety records of prospective contractors in awarding contracts. At a minimum, ensuring that all solicitations and contracts specify that contractors must not have more than three serious, one repeat, or one willful OSHA violation(s) in the past 3 years, or any significant environmental penalties, when contract selection is applicable at the station level.

(12) Ensuring that prior to the commencement of all projects that the contractor receive a copy of the HINES VAH Contractor Safety Disciplinary Procedures (Attachment F).

(13) The COR shall ensure proper notification to the CO if unsafe action by the contractor occurs by submitting to both the Contractor and the Contracting Officer (Attachment G) Hines VAH COR Letter of Concern for Safety Non-Compliance, in accordance with (Attachment F) HINES VAH Contractor Safety Disciplinary Procedures.

h. Construction Safety Officer(s) (CSOs):

(1) Submitting project reviews of all construction projects, to include at a minimum the Infection Control Risk Assessment, Pre-Construction Risk Assessment (Attachment A), and National Environmental Protection Act Evaluation (Attachment B).

(2) Providing oversight of contract construction safety.

(3) Being knowledgeable in the general inspection of typical work sites during construction and renovation performed by contract staff and in the review of contractor safety program submittals. Note: CSO(s) do not take the place of the contractor's CP nor act on their behalf. The CSO(s) determines if the contractor is meeting VA standards and contractual requirements for safety and OSHA compliance. When these standards and contract requirements are not being met, the VA Contracting Officer's Representative (COR), CO, and CSO must take immediate action to prevent injury, exposure, noncompliance, and/or property damage.

(4) Completing OSHA's 30-hour Construction Safety Training and subsequently complete 10 hours of Construction Safety Training at least every 2 years.

(5) Ensuring that the specific safety requirements for construction operations are implemented during facility projects.

(6) Serving as a member of the Multi-Disciplinary Team.

(7) Conducting periodic inspections of VHA construction sites to ensure compliance with safety elements of the established program(s); at minimum, weekly inspections are required.

(8) Monitoring and inspecting construction and renovation work sites periodically to ensure compliance with safety elements of established program(s) as noted in Attachment H, titled OSHA Required Competent Person Inspections.

(9) Maintaining competence in the general inspection of work sites during construction, renovation, and maintenance, falls under the purview of this policy.

(10) Approving corrective actions.

(11) Stopping unsafe work or activities that are non-compliant with the contract or OSHA and notifying the CO immediately.

(12) Maintaining communication with the contractor CP on questions of safety.

(13) As applicable if a Crane lift is required to complete aspects of the project then the Hines VA Hospital Planned Critical Lift Plan & Crane Permit (Attachment J) is required to be completed and approved by a member of the Safety Section prior to the Crane being allowed on campus. Once the Crane is onsite the HINES VAH Onsite Inspection Checklist for Mobile Cranes (Attachment I) shall be completed by the Construction Safety Officer prior to commencement of work.

i. Safety and Occupational Health Manager or designee:

(1) Completing OSHA's 30-hour Construction Safety Training and subsequently complete at least 10 hours of Construction Safety Training at least every 2 years.

(2) Ensuring that VHA policy for the Construction Safety Program is implemented within the medical center.

(3) Chairing the Construction Safety Committee.

(4) Ensuring that necessary and relevant Interim Life Safety Measures (ILSMs) are established and implemented. Conducts required additional training for compliance with identified ILSMs.

(5) Rendering technical advice and assistance as required in connection with life safety and fire protection issues during construction, project design, and development.

(6) Overseeing compliance with OSHA and other relevant construction safety regulations.

(7) Confirming that VAMC staff receives training required by this memorandum.

(8) Ensuring that the Construction Safety Program includes appropriate periodic construction site hazard surveillance.

j. Infection Control Manager or designee:

(1) Advising and/or providing recommendations on exposure mitigation and the prevention of facility associated infections in patients, staff, and visitors.

(2) Coordinating with the manager of each construction project (in-house and contract) to conduct an Infection Control Risk Assessment (ICRA) during the planning and/or design stage of the work. ICRAs must be documented in writing and focus on eliminating or minimizing the risk of infection during construction and renovation activities.

(3) Monitoring infection prevention protocols during construction activities as indicated in ICRA for that project.

k. GEMS Coordinator:

(1) Providing guidance on EPA regulations and environmental issues, as those regulations and issues directly and immediately relate to the safety during the design stage.

(2) Monitoring contractor compliance with contract specifications on EPA regulations, Attachment B – NEPA Assessment) as those regulations directly and immediately relate to the construction project, including environmental compliance, pollution prevention (Attachment D- GEMS Awareness Competent Person Training), waste management (Attachment E – Construction Project Waste Minimization Report), and permitting.

(3) Completing OSHA's 30-hour Construction Safety Training and subsequently complete 10 hours of Construction Safety Training at least every 2 years.

l. Emergency Planning Coordinator:

(1) Providing guidance on OSHA regulations as they apply to emergency planning, response and operations in construction (i.e.29 CFR 1926.35 and 29 CFR 1926.65).

(2) Monitoring contractor performance to contracted specifications on OSHA Regulations as they appear to emergency planning, response, and operations related to construction operations.

m. The Construction Safety Committee (Multi-Disciplinary Team):

(1) Determining the scope and depth of safety, infection control, emergency management, and security interventions appropriate for all construction work. The team may develop threshold criteria for each level of intervention. For instance, after review, some projects may require only Construction Safety Officer surveillance to ensure employee safety and OSHA compliance, while other projects will require all disciplines to be involved.

(2) Verifying that an Infection Control Risk Assessment (ICRA) was completed prior to construction occurring thereby mitigating the risk of transmission of Mycobacterium Tuberculosis (TB) to contracted construction workers. The completed ICRA though reviewed by the Infection Control Manager per project is based upon many variables such as the construction site location, duration of construction activity, patient population, as well as the Hines VAH Annual Tb Risk Assessment, and the Center for Disease Control (CDC) defined risk as outlined in the "*CDC Guidelines for Preventing the Transmission of Mycobacterium Tuberculosis in Health-Care Setting, 2005.*"

(3) Ensuring ILSMs are assessed and implemented on all construction work in accordance with TJC Standards. ILSMs are required when Life Safety Code deficiencies or construction activities pose significant hazards as determined by the assessment. Each medical facility must have a local policy addressing ILSM as required by TJC.

(4) Ensuring that the Construction Safety Program includes periodic construction site hazard surveillance activities with appropriate membership, scope, and frequency for each project as determined by the Construction Safety Committee. The frequency and location of the hazard surveillance activities shall be defined and adhered to, which will include an agreed schedule for construction safety rounds and appropriate follow up enforcement of the corresponding corrective actions. Hazard Surveillance activities must be documented (date, time, members of the inspection team, deficiencies, types of corrective action, and time and date of correction). Note: Correction of hazards found during hazard surveillance activities must be tracked to completion by the Construction Safety Committee, with action by the appropriate COR/CSO/CP.

(5) Ensuring all contractors entering VHA properties comply with the security management program. As a minimum, contractors must notify and obtain permission from the VA Police, be identified by project and employer, and be restricted from unauthorized access.

(6) Evaluating the effectiveness of the Construction Safety Program in an annual report to the facility Safety Committee and/or Environment of Care Committee or equivalent committee.

(7) Requiring the contractor CP to implement and maintain an effective Safety Program that identifies and controls hazards that may cause injury or illness to VA patients, staff, visitors, and contractor employees.

(8) Requiring the contractor CP to implement and maintain an effective Safety Program that identifies and makes available their sub-contractors CP qualifications/certifications to the COR for all generally determined high risk construction activities as defined in 29 CFR 1926.

(9) Ensuring that documentation of the team's inspections is provided to the Network Safety and Health Staff as requested.

n. Police and Security:

(1) Ensuring that all contractors entering VAMC property comply with the Security Management Program. At a minimum, contractors must notify and obtain permission of the VAMC Police, be identified by project and employer, and be restricted from unauthorized access.

(2) Conducting periodic surveillance of site security and the integrity of barriers for trenches and other hazards.

4. **INTERVENTION AND ENFORCEMENT:**

a. All the individuals with defined actions in this directive will intervene whenever conditions of construction activities immediately threaten life or health or threaten to damage equipment or buildings. Intervention and enforcement of this policy and the associated regulatory requirements are as follows:

(1) Staff. All staff will identify hazardous conditions in need of intervention and further develop a culture of safety. CPs and all facility management will take prompt corrective measures to include immediate abatement of hazards, stopping of work, hazard awareness training, administrative controls, etc.

(2) Contractors. The Construction Safety Officer or CO shall notify the contractor orally, with written confirmation, and request immediate initiation of corrective action of hazards identified. After receiving the notice, the Contractor shall immediately take corrective action. If the Contractor fails or refuses to promptly take corrective action, the CO may issue an order stopping all or part of the work until satisfactory corrective action has been taken. Upon a repeat offense of the same or substantially similar hazard, the Construction Safety Officer or CO should inform OSHA or other authorities (i.e., federal, state, or local officials) of the instances where the contractor has been notified to take immediate action to correct serious or imminent dangers. The Construction Safety Officer, with assistance from the Multi-Disciplinary Team, is responsible for making the Contractor and CO formally aware of hazards in need of correction. The CO is responsible for enforcement of the contract.

5. **REFERENCES:**

VHA Directive 7715, Safety and Health During Construction, dated April 6, 2017 (Data available on internet)

Interim Life Safety Measures, Policy Memorandum 578-02-001-088 (R-3), or more current version (Data available on intranet)

Above Ceiling Entry and Wall Construction Permits 578-12-138A-079 (R-3), or more current version (Data available on intranet)

Smoking Policy 578-03-001-038 (R-3), or more current version (Data available on intranet)

Cutting, Welding, and other Hot work 578-03-001-089 (R-2) dated July 5, 2013 (Data available on intranet)

Hazard Communication Program 578-03-001-034 (R-2), or more current version (Data available on intranet)

Confined Space Program 578-12-138S-047 dated May 2, 2012 (Data available on intranet)

Asbestos Management Program 578-03-001-046 (R-1) dated January 30, 2012 (Data available on intranet)

ISO 14001/Environmental Management System (Data available on internet)

OSHA 1926, Construction Standards. www.osha.gov (Data available on internet)

CDC Guidelines for Preventing the Transmission of Mycobacterium Tuberculosis in Health-Care Setting, 2005 (Data available on internet)

29 CFR 1926 (Data available on internet)

6. **RESCISSION:** Policy 578-12-138A-076 (R1) Safety and Health During Construction Activities

7. **RECERTIFICATION:** This policy will be recertified three years from effective date.

8. **FOLLOW-UP RESPONSIBILITY:** Engineering Service (138), Chief, Project Planning.

9. **ATTACHMENTS:**

   A Pre-construction/Safety Risk Assessment
   B National Environmental Protection Act Assessment
   C Construction Safety Checklist
   D GEMS Awareness Competent Person Training
   E Construction Project Waste Minimization Report
   F Hines VAH Contractor Safety Disciplinary Procedure
   G Hines VAH COR Letter of Concern for Safety Non-Compliance
   H OSHA Required Competent Person Inspections
   I Crane Operation and Minimum Criteria On-Site Inspection Checklist
   J Hines VA Hospital Planned Critical Lift Plan & Crane Permit

Steven E. Braverman, M.D
Hospital Director

Distribution: Hines Internet Website and Service Chiefs / Service Line Managers via Email

Attachment A	
Location of Construction (Bldg. No. /Room No.):	Project No.: **578-__-___**
Project Title:	
Project Coordinator:	Project Start Date:
Contractor Performing Work:	Estimated Duration:
Supervisor:	Telephone:
Description of Project:	

Construction Activities

The following projects do not require completion of the Pre-Construction/Safety Risk Assessment form:

1. Painting and installation of new wallpaper in business offices and non-patient areas.
2. Painting in a patient room, if closed for painting and less than 3 square feet of wall area is to be patched and painted. Contractor shall replace the air filter for the room's air conditioning unit upon completion of painting.
3. Installation of a soap dispenser/needle box/paper towel holder in a patient room
4. Repair of a window blind.
5. Ceiling tile replacement for areas less than ten (10) 2' x 2' tiles, if not in business offices and non-patient areas.
6. Ceiling tile replacement for areas less than five (5) 2' x 2' tiles in a patient area, if patient is out of the immediate area and clean up can be accomplished before patient returns.
7. Minimal repair of Nurse Call System/TV/Bed/Telephone.
8. Checking or replacing of electric outlet.
9. Replacing a light bulb.
10. Unstopping sink/commode with no water on floor.
11. Unstopping commode when water on floor requires maintenance to have Housekeeping clean area immediately.
12. Repair of a medical gas outlet. (Front Body)
13. Taking air balance measurement readings.
14. Checking air conditioning unit/system.
15. Intermediate jobs that create a moderate amount of dust inside the room with negative air pressure maintained in the room via use of HEPA-equipped unit with minimum 10 ACH and all air discharged outside. The HEPA unit must continue running 2 hours after completion of job and Housekeeping must clean room before the HEPA unit is removed from room. All work and use of HEPA unit must be documented and copies forwarded to Infection Prevention and Safety. **NOTE: All duct vents to be sealed off during work!**

Yes	No	**Will there be noise generated that will impact a department adjacent to, above, or below the construction area?**
		a. If so, these departments must be notified.

		b. How are you going to reduce the noise to an acceptable level?
Yes	No	**Will there be vibration generated that will impact a department adjacent to, above, or below the construction area?**
		a. If so, these departments must be notified each time this type of work will be performed.
		b. How are you going to reduce the vibration to an acceptable level?
Yes	No	**Are Emergency Procedures in place and posted on each job for accidental events that could greatly impact Patient Care or Life Safety to the facility?**
		Typically included items in these procedures are: • Emergency telephone numbers of key departments. • A contingency plan describing the location of main valves, switches, and controls. • A contingency plan for unexpected outages.
Environment		
Yes	No	**Are any of the following environmental hazards present?**
		Will hazardous chemicals be used on this project? How will fumes and odors be controlled? ***Material Safety Data Sheets (MSDS) are required.*** Reference: Hazard Communication Program 578-03-001-034 (R-1) dated January 13, 2012
		Is asbestos abatement required on this job? ***If so, notify Safety at the Pre-Construction Meeting.*** Reference: Asbestos Management Program 578-03-001-046 (R-1) dated January 30, 2012
		Will there be hot work (welding, brazing, soldering) done on this project? If so, then a Hot Work Permit must be posted on the job site. All hot work must have a fire watch assigned to each area while the hot work is being performed. Reference: Cutting, Welding, and other Hot work Policy 578-03-001-089 (R-2)
		Will there be work performed above the ceiling? Will repair/construction activities involve penetration in to existing walls, ceilings, door frames, or doors? If so, must apply for an Above Ceiling Entry and Wall Construction Permit. Reference: Above Ceiling Entry and Wall Construction Permits 578-07-001-102 (R-2) dated December 27, 2011
		Will confined space entry be required on this project? If so, the VAMC Confined Space Entry Program must be followed. Reference: Confined Space Program 578-12-138S-047 dated May 2, 2012
Utility Failures		
Yes	No	**Will any of the following systems be out of service at any time during the project?**
		• Fire alarm ***(For outages greater than 4 hours, Interim Life Safety Measures must be implemented.)***
		• Sprinkler (***For outages greater than 4 hours, Interim Life Safety Measures must be implemented.)***
		• Electrical

		• Domestic water ***(For outages greater than 2 weeks, affected domestic water systems will be flushed 5 times the plumbing volume to ensure no residual contaminants i.e. Legionella.)***
		• Oxygen
		• Sewage
		• HVAC
* The contractor must provide the COR a minimum of 3 weeks' notice prior to a scheduled utility outage.		

Yes	No	
		Will there be any work that will require activation of the Interim Life Safety Measures (ILSM) during this project? Other work may require ILSMs, but typical work requiring ILSM implementation are: • Any construction that impacts an exit or stairs • Any construction that impacts major breaches in a fire or smoke wall • Taking the main fire protection system out of service (sprinkler) • Taking the main fire alarm system out of service • Taking the "area" fire or fire alarm systems out of service for more than 4 hours within a 24-hour period **Implementation of the ILSM requires a fire watch and the ILSM forms to be completed.**
Additional Safety Concerns		
Yes	No	
		Will construction affect exit routes from occupied areas adjacent to construction site?
		Will the project affect traffic patterns in area? ***If yes, explain plan.***
		Will the project involve the deployment of a crane to deliver equipment over occupied facilities? • Must submit a *Lift Safety Plan* and the Hines VA Hospital Planned Critical Lift Plan & Crane Permit to the Safety Office for approval a minimum of 3 weeks prior to the arrival of the crane on Hines VA Hospital. Follow the Safety Office's *Lift Safety Plan* format and include the following information: crane specifications, crane inspection list, and crane staff training record/certification. Contractors shall maintain and present the following items prior to crane start (items can be kept in crane cab): crane certifications, crane registration, fire extinguisher, and crane operating and safety manual.
		The following must be completed prior to any construction activities:

		• Construct separation walls prior to project start. • Fire protection systems must remain intact. • Provide extra fire extinguishers in work areas. • Maintain exit lights in work area. • Maintain negative air pressure in construction area (24/7) throughout project duration. • Maintain means to monitor and ensure negative pressure via barometer / magnahelix. • There cannot be any return air from within the construction area to the rest of the building. • Redirect egress routes; do not allow egress routes to pass through construction areas. • Provide and maintain "Construction Area-Do No Enter" signs on doors leading into the construction area. • Maintain up-to-date daily logs and maintain a current Hot Work Permit. • Provide and install no-slip mats at doors exiting construction area. • All debris removal must be by covered cart. • Maintain a clean and orderly work area. • Determine how, if at all, this project will affect the departments above, below, and adjacent to this project?

Air Quality and Infection Prevention

Construction activity types are defined by the amount of dust that is generated, the duration of the activity, and the amount of shared HVAC systems. Contact Hines VA's Safety and Infection Prevention Departments if any activity is questionable under these guidelines.

Yes	No	
		Will dust be generated during this project? ***If yes, explain location of and plan for interim dust barriers or attach floor plan with barriers clearly marked.***
		Is work occurring in an area defined by Infection Control as being at risk for Tuberculosis? ***If yes, explain location of and plan for notification of floor staff and PPE for assigned contractors, attach floor plan with barriers clearly marked.***
		Will debris removal be necessary? ***If yes, explain plan for debris removal and control.***
		Negative airflow ventilation and filtration in place and assessed for effectiveness.
		Exhaust fans in-place and functioning.
		Air supply duct to area closed and HEPA filtration unit in-place and functioning in adjacent patient care area?
		Will work be done in a sterile area? ***If so, how will sterile atmosphere be maintained (to include access in/out of the work area)?***

Type A		**Inspections and Non-Invasive Activities or Small Scale/Short Duration Activities. (Refer to Infection Control Risk Assessment for Type Selection)**
Yes	No	
		Removal of ceiling tiles for visual inspection (limited to 1 tile per 50 square feet)
		Painting (excludes sanding)
		Wall covering—Describe work to be done:
		Electrical trim work. Describe:
		Minor plumbing. Describe:
Type B		**Small Scale, Short Duration Activities that create minimal dust. (Refer to Infection Control Risk Assessment for Type Selection)**
Yes	No	
		Installation of telephone and computer cabling
		Access to chase spaces
		Sanding of walls for painting or wall covering (minor repairs—excludes sanding for drywall finishing)
Type C		**Any work that generates a moderate to high level of dust or requires demolition or removal of any fixed building components or assemblies. (Refer to Infection Control Risk Assessment for Type Selection)**
Yes	No	
		Sanding of walls--drywall finishing
		Removal of ☐floor coverings ☐ceiling tiles ☐casework Describe:
		Cutting of walls or ceiling. Describe:
		New wall construction
		Minor ductwork or electrical work above ceilings
		Major cabling activities
		Activity cannot be completed within a single work shift
Type D		**Major demolition and Construction Projects. (Refer to Infection Control Risk Assessment for Type Selection)**
Yes	No	
		Will require heavy demolition or removal of a complete ceiling system
		New construction

Contractor Signature	COR / CSO Signature	Safety Signature
Date:	Date:	Date:

Safety Service Recommendations (as needed):

NEPA Assessment Attachment B

Project:	Location:	Date:
		Project #:

Type of Project:	Project Scope:
☐ Operation and Maintenance Activities ☐ Repairs/Renovation Project ☐ New Construction Project ☐ Lease ☐ Other_____	
Level of NEPA Analysis: ☐ Categorical Exclusion (CATEX) ☐ Environmental Assessment Needed (EA) ☐ Environmental Impact Statement Needed (EIS)	Other Environmental Permits/Analysis Needed:

PROJECT IMPACTS

Would the proposed activity involve or generate any of the following?

Source	Yes	No	Source	Yes	No	Source	Yes	No
Air Emissions Including GHG's	☐	☐	Liquid Effluent	☐	☐	RCRA or CERCLA Sites	☐	☐
Asbestos	☐	☐	Petroleum Storage	☐	☐	Wetlands	☐	☐
Excess Noise	☐	☐	Solid Waste	☐	☐	Permit Modification	☐	☐
Utility Modification	☐	☐	Hazardous Waste	☐	☐	Chemical Use/Storage	☐	☐
Soil Disturbances	☐	☐	Biological Resources	☐	☐	Aesthetics	☐	☐
Water Treatment	☐	☐	Radioactive Waste	☐	☐	Water/Well Use	☐	☐
Water Flow Modification	☐	☐	Mixed Waste	☐	☐	Other:	☐	☐

DETERMINATION

☐ I find the proposed project qualifies as a CATEGORICAL EXCLUSION with no extraordinary circumstances. Specify which CATEX: _____

☐ I find that the proposed project MAY have a significant effect on the environment; therefore, an ENVIRONMENTAL ASSESSMENT will be prepared.

☐ EIS

X Project Engineer	X GEMS Coordinator

VA Categorical Exclusion List

Found in 38 CFR Part 26.6(b)(1)

1. Repair, replacement, and new installation of primary or secondary electrical distribution systems;
2. Repair, replacement, and new installation of components such as windows, doors, roofs; and site elements such as sidewalks, patios, fences, retaining walls, curbs, water distribution lines, and sewer lines which involve work totally within VA property boundaries.;
3. Routine VA grounds and facility maintenance activities;
4. Procurement activities for goods and services for routing facility operations maintenance and support;
5. Interior construction or renovation;
6. New construction of 75,000 gross square feet or less;
7. Development of 20 acres of land or less within an existing cemetery, or development on acquired land of five acres or less;
8. Actions which involve support or ancillary appurtenances for normal operation;
9. Leases, licenses, permits, and easements;
10. Reduction in force resulting from workload adjustments, reduced personnel or funding levels, skill imbalances or other similar causes;
11. VA policies, actions and studies which do not significantly affect the quality of the human environment;
12. Preparation of regulations, directives, manuals or other guidance that implement, but do not substantially change, the regulations, directives, manuals, or other guidance of higher organizational levels or another Federal agency; and
13. Actions, activities, or programs that do not require expenditure of Federal funds.

Extraordinary Circumstances List

Found in 38 CFR Part 26.6(b)(1)

1. Greater scope or size than normally experienced for a particular categorical exclusion
2. Actions in highly populated or congested areas
3. Potential for degradation, although slight, or existing poor environmental conditions
4. Use of unproven technology
5. Potential presence of an endangered species, archeological remains, or other protected resources
6. Potential presence of hazardous or toxic substances

VHA Construction Site Safety Review Checklist

Project: _____ Date: _____ Time: _____

Contractor: _____ COR: _____

Inspection Team: _____

Safety & Health General	**OK**	**NC**	**N/A**	***Concrete Operations***	**OK**	**NC**	**N/A**
1. Safety Program / Injury Illness Protection Plan				50. Cement/Silica dust exposures			
2. Orientation/Code of Safe Practices/Badges				51. Cutting Sawing/Grinding Controls			
3. Toolbox Meetings/Pre-Job Safety				52. PPE utilized by Crew			
4. Postings (OSHA) (Project Info/POC)				53. Wall or Structure Supported			
5. Emergency Numbers/First Aid				54. Pumps/equipment set-up/ cond.			
6. Toilets/ Hand Wash/Drinking Water				***Ladders***			
Environment				55. Ladder Conditions			
7. Ventilation, incl neg. air/ HEPA / Manometer				56. 3' Above Landing			
8. Illumination				57. Braced & Tied			
9. Integrity of Dust Control and containment				58. A-Frame Step Ladder Set Up			
10. Openings Guarded/Covered-Marked				59. Correct Height			
11. Stairs/Walkways Guarded & Accessible				60. Proper Use			
12. Rebars Capped				***Scaffolds/Shoring (Interior/Exterior)***			
13. Equipment/Material Storage				61. Current certified installation doc			
14. Traffic/Public Safety				62. Planks/toe boards			
15. 1 or 2 hr. fire separation based upon ILSM				63. Railed Properly			
16. Construction Warning Signs Posted				64. Tied to Structure			
17. Housekeeping				65. Ladder Access			
18. Emergency Exits – Clear / Unlocked				66. Daily Inspections			
19. ILSM in place – Exits Blocked/Locked				67. Users trained/Competent person			
Electrical Safety				68. Falling Object			

				Protection			
20. Cords, Plugs Conditions, Surge Protectors				***Excavations/Trench***			
21. GFI Boxes & Grounding				69.Daily Inspections/Competent Person			
22. Overhead Lines protected/marked/spotter				70.Shored/sloped > 5' or soil cond.			
23. Lock out Tag Out				71. Spoil Piles at least 2' from edge			
24. Power/Generator/breaker panels secured				72. Underground Line located/potholed			
Personal Protection (PPE)				73. Barricades/protective measures			
25. Hard Hats				74. Ladder every 25' & after 4' deep			
26. Eye & Face Protection				***Vehicle/Equipment Operations***			
27. Ear Protection				75. Seat Belts by Operators			
28. Gloves/Clothing				76. Back Up Alarms – all Equipment			
29. Footwear				77. Reflective garments/PPE			
30. Respiratory (Dust/Canister Masks)				78. Personal cars in designated areas			
Site Security				79. Forklift operators trained			
31. Fencing				80. Flagmen/Traffic Control			
32. Security				***Scissors/Zoom Booms/Lift Trucks***			
33. Entrance/Exit				81. Controls Operative			
Hand/ Power/Powder Actuated Tools				82. Safety Chains in Place			
34. Guards attached/functional				83. Harness & Lanyards (JLG's)			
35. Grounded Properly				84. Operator Certification			
36. Working Properly				85. Visual Inspection			
37. Trained or Certified Operators/PPE				86. Fluid Levels (Oil, Water)			
Fire Protection				87. Brakes/Lights/Back up Alarm(s)			
38. Fire Extinguishers checked/accessible				88. Gauges – Operative			
39. Alarm/Detection System in Place				89. Scheduled Maintenance			
40. Smoking (No Smoking)				***Welding & Cutting***			
41. Hot Work Permits				90. Approved Hot Work			

approved/current				Permit			
42. Flammable/Combustible Material				91. Cylinders – Use & Segregation			
Fall Protection				92. Torches, Horses, Gauges, PPE, etc.			
43. Use of Fall Protection above 6'				93. Weld Cables, Holders & Grounds			
44. Floor openings/holes securely covered				94. Fire Protection (Task Work)			
45. Perimeter/Interior Shaft Guardrails				***Personnel Hoists & Cranes***			
46. Falling material/objects				95. Inspections & Maintenance			
47. Trained on Use – Competent Person				96. Crane Set Up & Swing Protection			
48. Handrails for stairs 4 or more steps				97. Rigging & Loads Secured			
49. Fall Protection Equipment in place/Inspected.				98. Certified Operator			

Legend: OK = Condition of non-compliance was not identified; NC = Needs Correction; N/A = Not Applicable

Section I - Non-Compliance Issues Associated with Project					
Section & Line Number	Deficiency Observed & Where	Corrective Actions Needed	Date Due	How Corrective Actions Were Completed	Date Corrected

Tracking for CSC: Identify non-compliance item noted, where & what was observed, corrective actions needed, Date Corrective Action due, and when and how non-compliance was addressed completed.

Content of the above checklist is advisory and should be modified to satisfy the circumstances of the specific contract or work activity. Any modification of the checklist requires the consent of the safety and engineering staff.
All Contractor personnel and Subcontractor employees are responsible to conduct work activities in a safe and healthful manner for their health and well-being as well VHA personnel. The purpose of this Site Safety Review is to increase the Contractor/Subcontractors awareness of the need for safe work habits and a positive attitude toward loss prevention and control. **Below columns marked with "NC" answers require the Contractor/Subcontractors implementation of corrective action plans. Additional comments/actions will be described on additional pages to supplement this report.**

GEMS Awareness Training for Contractors Competent Person

All federal agencies are required by Executive Order to implement an Environmental Management System, reduce waste, reduce quantity of toxic and hazardous chemical and materials acquired, used or disposed of, increase diversion of solid waste by recycling, and use sustainable environmental practices (acquisition of bio-based, environmentally preferable, energy-efficient, water-efficient and recycled-content products).

The Department of Veterans Affairs has chosen the term GEMS to refer to the department's Green Environmental Management System. Green Environmental Management Systems have been shown to be a valuable tool to lessen negative impacts on the environment, and create more efficient, cost effective means of providing service to our veterans. **The GEMS program emphasizes importance of compliance to federal, state, and local regulations; encourages pollution prevention strategies whenever possible; and focuses on continued improvement on environmental issues**. The GEMS Program is based on ISO 14001, which relates to Environmental Management Systems (EMS). The EMS provides a framework to review activities performed by, or on behalf of the organization, including work performed by contractors.

Any parties, including contractors, who perform an activity identified as being significant based on the impact on the environment, environmental compliance, exposure risk, etc., must be aware of our facility GEMS program and ways to reduce the environmental impacts.

Training for contractors involved in construction, renovation or demolition shall consist of being made knowledgeable of VA Master Specifications Section 01 74 19 by their employer regarding construction waste management. The below signer certifies that each member of their staff who is involved in significant construction waste management activities has been given a copy of VA Master Specifications Section 01 74 19.

Acknowledgement by Competent Person of Document Receipt

Company: _____

Received by (print name): _____

Signature: _____

Date: _____

CONTRACTOR ENVIRONMENTAL TRAINING

SECTION 01 74 19
CONSTRUCTION WASTE MANAGEMENT

PART 1 – GENERAL

1.1 DESCRIPTION

A. This section specifies the requirements for the management of non-hazardous building construction and demolition waste.

B. Waste disposal in landfills shall be minimized to the greatest extent possible. Of the inevitable waste that is generated, as much of the waste material as economically feasible shall be salvaged, recycled or reused.

C. Contractor shall use all reasonable means to divert construction and demolition waste from landfills and incinerators, and facilitate their salvage and recycle not limited to the following:

1. Waste Management Plan development and implementation.
2. Techniques to minimize waste generation.
3. Sorting and separating of waste materials.
4. Salvage of existing materials and items for reuse or resale.
5. Recycling of materials that cannot be reused or sold.

D. At a minimum the following waste categories shall be diverted from landfills:

1. Soil.
2. Inerts (e.g., concrete, masonry and asphalt).
3. Clean dimensional wood and palette wood.
4. Green waste (biodegradable landscaping materials).
5. Engineered wood products (plywood, particle board and I-joists, etc.).
6. Metal products (e.g., steel, wire, beverage containers, copper, etc.).
7. Cardboard, paper and packaging.
8. Bitumen roofing materials.
9. Plastics (e.g., ABS, PVC).
10. Carpet and/or pad.
11. Gypsum board.
12. Insulation.
13. Paint.
14. Fluorescent lamps.

1.2 RELATED WORK

A. Section 02 41 00, DEMOLITION.

B. Section 01 00 00, GENERAL REQUIREMENTS.

C. Lead Paint: Section 02 83 33.13, LEAD BASED PAINT REMOVAL AND DISPOSAL.

1.3 QUALITY ASSURANCE

A. Contractor shall practice efficient waste management when sizing, cutting and installing building products. Processes shall be employed to ensure the generation of as little waste as possible. Construction /Demolition waste includes products of the following:

1. Excess or unusable construction materials.
2. Packaging used for construction products.
3. Poor planning and/or layout.
4. Construction error.
5. Over ordering.
6. Weather damage.
7. Contamination.
8. Mishandling.
9. Breakage.

B. Establish and maintain the management of non-hazardous building construction and demolition waste set forth herein. Conduct a site assessment to estimate the types of materials that will be generated by demolition and construction.

C. Contractor shall develop and implement procedures to reuse and recycle new materials to a minimum of 50 percent.

D. Contractor shall be responsible for implementation of any special programs involving rebates or similar incentives related to recycling. Any revenues or savings obtained from salvage or recycling shall accrue to the contractor.

E. Contractor shall provide all demolition, removal and legal disposal of materials. Contractor shall ensure that facilities used for recycling, reuse and disposal shall be permitted for the intended use to the extent required by local, state, federal regulations. The Whole Building Design Guide website http://www.wbdg.org provides a Construction Waste Management Database that contains information on companies that haul, collect, and process recyclable debris from construction projects.

F. Contractor shall assign a specific area to facilitate separation of materials for reuse, salvage, recycling, and return. Such areas are to be kept neat and clean and clearly marked in order to avoid contamination or mixing of materials.

G. Contractor shall provide on-site instructions and supervision of separation, handling, salvaging, recycling, reuse and return methods to be used by all parties during waste generating stages.

H. Record on daily reports any problems in complying with laws, regulations and ordinances with corrective action taken.

1.4 TERMINOLOGY

A. Class III Landfill: A landfill that accepts non-hazardous resources such as household, commercial and industrial waste resulting from construction, remodeling, repair and demolition operations.

B. Clean: Untreated and unpainted; uncontaminated with adhesives, oils, solvents, mastics and like products.

C. Construction and Demolition Waste: Includes all non-hazardous resources resulting from construction, remodeling, alterations, repair and demolition operations.

D. Dismantle: The process of parting out a building in such a way as to preserve the usefulness of its materials and components.

E. Disposal: Acceptance of solid wastes at a legally operating facility for the purpose of land filling (includes Class III landfills and inert fills).

F. Inert Backfill Site: A location, other than inert fill or other disposal facility, to which inert materials are taken for the purpose of filling an excavation, shoring or other soil engineering operation.

G. Inert Fill: A facility that can legally accept inert waste, such as asphalt and concrete exclusively for the purpose of disposal.

H. Inert Solids/Inert Waste: Non-liquid solid resources including, but not limited to, soil and concrete that does not contain hazardous waste or soluble pollutants at concentrations in excess of water-quality objectives established by a regional water board, and does not contain significant quantities of decomposable solid resources.

I. Mixed Debris: Loads that include commingled recyclable and non-recyclable materials generated at the construction site.

J. Mixed Debris Recycling Facility: A solid resource processing facility that accepts loads of mixed construction and demolition debris for the purpose of recovering re-usable and recyclable materials and disposing non-recyclable materials.

K. Permitted Waste Hauler: A company that holds a valid permit to collect and transport solid wastes from individuals or businesses for the purpose of recycling or disposal.

L. Recycling: The process of sorting, cleansing, treating, and reconstituting materials for the purpose of using the altered form in the manufacture of a new product. Recycling does not include burning, incinerating or thermally destroying solid waste.

   1. On-site Recycling – Materials that are sorted and processed on site for use in an altered state in the work, i.e. concrete crushed for use as a sub-base in paving.
   2. Off-site Recycling – Materials hauled to a location and used in an altered form in the manufacture of new products.

M. Recycling Facility: An operation that can legally accept materials for the purpose of processing the materials into an altered form for the manufacture of new products. Depending on the

types of materials accepted and operating procedures, a recycling facility may or may not be required to have a solid waste facilities permit or be regulated by the local enforcement agency.

N. Reuse: Materials that are recovered for use in the same form, on-site or off-site.

O. Return: To give back reusable items or unused products to vendors for credit.

P. Salvage: To remove waste materials from the site for resale or re-use by a third party.

Q. Source-Separated Materials: Materials that are sorted by type at the site for the purpose of reuse and recycling.

R. Solid Waste: Materials that have been designated as non-recyclable and are discarded for the purposes of disposal.

S. Transfer Station: A facility that can legally accept solid waste for the purpose of temporarily storing the materials for re-loading onto other trucks and transporting them to a landfill for disposal, or recovering some materials for re-use or recycling.

1.5 SUBMITTALS

A. In accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA, and SAMPLES, furnish the following:

B. Prepare and submit to the Resident Engineer a written demolition debris management plan. The plan shall include, but not be limited to, the following information:

1. Procedures to be used for debris management.
2. Techniques to be used to minimize waste generation.
3. Analysis of the estimated job site waste to be generated:
   a. List of each material and quantity to be salvaged, reused, recycled.
   b. List of each material and quantity proposed to be taken to a landfill.

4. Detailed description of the Means/Methods to be used for material handling.

   a. On site: Material separation, storage, protection where applicable.
   b. Off site: Transportation means and destination. Include list of materials.
      1) Description of materials to be site-separated and self-hauled to designated facilities.

      2) Description of mixed materials to be collected by designated waste haulers and removed from the site.
   c. The names and locations of mixed debris reuse and recycling facilities or sites.
   d. The names and locations of trash disposal landfill facilities or sites.
   e. Documentation that the facilities or sites are approved to receive the materials.

C. Designated Manager responsible for instructing personnel, supervising, documenting and administer over meetings relevant to the Waste Management Plan.

D. Monthly summary of construction and demolition debris diversion and disposal, quantifying all materials generated at the work site and disposed of or diverted from disposal through recycling.

1.6 APPLICABLE PUBLICATIONS

A Publications listed below form a part of this specification to the extent referenced. Publications are referenced by the basic designation only. In the event that criteria requirements conflict, the most stringent requirements shall be met.

B. U.S. Green Building Council (USGBC):
LEED Green Building Rating System for New Construction

1.7 RECORDS

Maintain records to document the quantity of waste generated; the quantity of waste diverted through sale, reuse, or recycling; and the quantity of waste disposed by landfill or incineration. Records shall be kept in accordance with the LEED Reference Guide and LEED Template.

PART 2 - PRODUCTS

2.1 MATERIALS

A. List of each material and quantity to be salvaged, recycled or reused.
B. List of each material and quantity proposed to be taken to a landfill.
C. Material tracking data: Receiving parties, dates removed, transportation costs, weight tickets, tipping fees, manifests, invoices, net total costs or savings.

PART 3 - EXECUTION

3.1 COLLECTION

A. Provide all necessary containers, bins and storage areas to facilitate effective waste management.
B. Clearly identify containers, bins and storage areas so that recyclable materials are separated from trash and can be transported to respective recycling facility for processing.
C. Hazardous wastes shall be separated, stored, disposed of according to local, state, federal regulations.

3.2 DISPOSAL

A. Contractor shall be responsible for transporting and disposing of materials that cannot be delivered to a source-separated or mixed materials recycling facility to a transfer station or disposal facility that can accept the materials in accordance with state and federal regulations.
B. Construction or demolition materials with no practical reuse or that cannot be salvaged or recycled shall be disposed of at a landfill or incinerator.

3.3 REPORT

A. With each application for progress payment, submit a summary of construction and demolition debris diversion and disposal including beginning and ending dates of period covered.

B. Quantify all materials diverted from landfill disposal through salvage or recycling during the period with the receiving parties, dates removed, transportation costs, weight tickets, manifests, invoices. Include the net total costs or savings for each salvaged or recycled material.

C. Quantify all materials disposed of during the period with the receiving parties, dates removed, transportation costs, weight tickets, tipping fees, manifests, invoices. Include the net total costs for each disposal.

Construction Project Waste Minimization Report
(Provide documentation for all waste/recycling streams)

Project Name/Number: **Date:**

Material (circle NA if not applicable)		**Quantity** (lbs or tons)	**Destination** (facility name and phone)	**Material** (circle NA if not applicable)		**Quantity** (lbs or tons)	**Destination** (facility name and phone)
Appliances (other than HVAC)	NA			HVAC Appliances	NA		
Asbestos	NA			Light fixtures	NA		
Asphalt	NA			Metal pipe	NA		
Batteries	NA			Non PCB-ballasts	NA		
Brick	NA			Scrap metal	NA		
Bulk waste	NA			Siding	NA		
Ceiling tiles	NA			Sinks/toilets	NA		
Concrete	NA			Vegetation	NA		
Doors	NA			Windows	NA		
Excavated dirt/rock	NA			Wire	NA		
Fluorescent tubes	NA			Wood/Lumber	NA		
Hardware	NA			Other:	NA		

VA Construction Waste Management Specifications (Section 01 74 19) require *"Contractor shall use all reasonable means to divert construction and demolition waste from landfills and incinerators, and facilitate their salvage and recycle not limited to" the above. The contractor shall, (1.7 Records)" maintain records to document the quantity of waste generated; the quantity of waste diverted through sale, reuse, or recycling; and the quantity of waste disposed by landfill or incineration."*

Note: Contractor should submit copies of weigh tickets from the disposal center as back up documentation of the quantities indicated above. (3.3 Report) "*With each application for progress payment, submit a summary of construction and demolition debris diversion and disposal.*" (1.3 D Quality Assurance) "*Any revenues or savings obtained from salvage or recycling shall accrue to the contractor.*"

HINES VAH CONTRACTOR SAFETY DISCIPLINARY PROCEDURES

All contractor and sub-contractor employees are expected to comply with jobsite rules and OSHA regulations, and to follow established operating procedures set forth by the HINES VAH. Violations, and repeated violations will not be tolerated and superintendent/foreman will be held accountable for the conduct of contractor and sub-contractor employees.

Superintendents and foremen are required to take action when a violation is observed or brought to their attention. Immediate action to control or eliminate a hazard is required.

In the event a violation/repeat violation is observed, the following procedures have been established to place an employee and the contractor on notice.

Notice:	Action:
First Offense	A written warning from the Contracting Officer (CO) to the contractor (Copy to the Contracting Officer Representative (COR) will address the violation of the employee and the contractor. A copy will be provided to the superintendent and one placed in the contract file and the HINES VAH construction safety office file, referencing the violation and warning, including date and time.
Repeated Offense	A written letter of reprimand from the Contracting Officer addressed to the contractor with reference to the violation, and a request for replacement of the project superintendent. A copy of this letter will be given to the Contractor's main office, HINES VAH Construction Safety Office and a copy will be filed at HINES VAHs' Network Contracting Office (NCO) #6. Also a warning from the CO to the contractor (copy to COR) that a 3rd offense will result in "Stop Work" at no-cost to the government until a safety stand-down is completed by the contractor.
Final Offense	A "Stop Work" at no-cost to the government will take place immediately and will not be removed until a safety stand-down (SSD) is completed by the contractor and its employees, and monitored by the HINES VAH Construction Safety Manager. Requirement for immediate replacement of superintendent will result. Documentation of the offense and completion of SSD will be filed at the HINES VAH Construction Safety Office and the NCO #6.

The above procedure has been prepared so that there is no question about how violations of rules, regulations, and procedures will be handled by HINES VAH and so that contractor, sub-contractors and their employees will know what to expect if they do not comply with the established rules, regulations, and procedures. Management knowledge of unsafe behavior and lack or appropriate documented discipline may be a violation of federal, state laws and regulations

HINES VETERANS AFFAIRS HOSPITAL COR
LETTER OF CONCERN FOR SAFETY NON-COMPLIANCE

Project Number: _____ Project Name: _____

COR: _____.

This is a Letter of CONCERN issued by the Hines Veterans Affairs' Hospital FMS Project Planning Office informing that your company, _____, has been found to be in violation of your contract as a result of repetitive non-compliance with applicable federal, state, or Hines VAH safety requirements or facility policy.
On _____in accordance with Safety and Health During Construction Activities Policy Memorandum 578-12-138A-076, your superintendent_____ was given a Notice for Safety Non-Compliance (copy attached). This notice specifies areas where your company does not comply with federal, state, or Hines VA Hospital safety requirements, and requests that these items be corrected immediately.
If they are not corrected, more stringent measures will be taken in follow-up with the Contracting Officer.

_____ _____
Contracting Officer Representative Date

_____ _____
Hines FMS Chief of Project Planning Date

OSHA Required Competent Person Inspections

Inspection	Frequency	Applicable Standard
Asbestos Work	**Frequent and regular**	29 CFR 1926.1101(o)(2)
Asbestos Work, Class I	**At least once during each work shift, and at any time at employee request**	29 CFR 1926.1101(o)(3)
Asbestos Work, Class II, III & IV	**Intervals sufficient to assess whether conditions have changed, and at any reasonable time at employee request**	29 CFR 1926.1101(o)(3)
Asbestos Work, In order to perform the duties set out in 29 CFR 1925.1101(o)(3)(i) and (ii)	**Frequent and regular**	29 CFR 1926.1101(o)(3)
Asbestos Work, Protective Clothing	**Once per work shift**	29 CFR 1926.1101(i)(4)(i)
Assured Equipment Grounding Program, If Ground Fault Circuit Interrupters aren't used	**Daily**, before usage	29 CFR 1926.404(b)(1)(iii)(B)
Concrete, **lift slab operations**, If leveling is maintained by manual controls	**During lift**	29 CFR 1926.705(i)
Cranes and Derricks,	**Daily**, prior to each use, and during use	29 CFR 1926.550(a)(5)
Cranes and Derricks,	**Annual**, thorough inspection with dates & documentation maintained	29 CFR 1926.550(a)(6)
Cranes and Derricks, Rigging, Personnel Platform, and the Crane or Derrick base support or ground	**Once, After Each Required Trial lift,** prior to use of crane or derrick and personnel basket	29 CFR 1926.550(g)(5)(i), 29 CFR 1926.550(g)(5)(ii), 29 CFR 1926.550(g)(5)(iii), 29 CFR 1926.550(g)(5)(iv)
Demolition	**Once,** prior to start	29 CFR 1926.850(a)
Demolition, material chutes, discharge end	**Continuous,** during chute usage	29 CFR 1926.852(c)
Demolition, mechanical demolition	**Continuous,** during mechanical demolition	29 CFR 1926.859(g)

Fall Protection, Roofing Work on Low Slope Roofs - Safety monitoring system	**Continuous,** during used of safety monitoring system	29 CFR 1926.501(b)(10)

OSHA Required Competent Person Inspections

Inspection	Frequency	Applicable Standard
Fall Protection, Net and Net Installation	**Once,** prior to use	29 CFR 1926.502(c)(4)(ii)
Fall Protection, Personal Fall Arrest System	**After being subject to impact loading**	29 CFR 1926.502(d)(19)
Fall Protection, while using a Fall Protection Plan for leading edge work, precast concrete erection work, or residential construction work	**Continuous,** during usage of a fall protection plan	29 CFR 1926.502(h), 29 CFR 1926.502(k), 1926.501(b)(2)(i), 1926.501(b)(12), 1926.501(b)(13), OSHA Directive # STD 03-00-001 - STD 3-0.1A
Fire Extinguishers	**Periodically**	29 CFR 1926.150(a)(4) and 1926.150(c)(1)(viii)
General Site – All construction activities and as specially specified in this table	**Frequent and regular,** as necessary to ensure compliance with 29 CFR 1926	29 CFR 1926.20(b)(2)
Ladders	**Periodic basis and after any occurrence that could affect their safe use**	29 CFR 1926.1053(b)(15)
Lead Work	**Frequent and regular**	29 CFR 1926.62(e)(2)(iii)
Life Safety, Means of exiting construction areas, ILMS assessment defined affected areas	**Daily**	TJC, LS.01.02.01, EP 4
Life Safety, Temporary systems, used to compensate for impaired fire safety system (fire alarm, detection, suppression)	**Monthly**	TJC, LS.01.02.01, EP 12
Personnel Hoists	**Once,** prior to placement into service	29 CFR 1926.552(c)(15)
Power Transmission Lines, stinging parallel to energize transmission lines	**Once,** prior to start of work	29 CFR 1926.955(d)(1)
Rigging Equipment (Slings, and All Fastening and Attachments)	**Daily prior to use**	29 CFR 1926.251(a)(6)

OSHA Required Competent Person Inspections

Inspection	Frequency	Applicable Standard
Scaffolds, All	**Daily**, before each work shift, and after any occurrence which could affect a scaffold's structural integrity	29 CFR 1926.451(f)(3)
Scaffolds, All - Components made of dissimilar metals	**Once,** prior to use	29 CFR 1926.451(b)(11)
Scaffolds, All - Components manufactured by different manufacturers intermixed	**Once,** prior to use	29 CFR 1926.451(b)(10)
Scaffolds, All - during storms or high winds (Not Recommended)	**Once,** prior to each, see requirements in 29 CFR 1926.451(f)(12) prior to allowing.	29 CFR 1926.451(f)(12)
Scaffolds, All - erected, moved, dismantled, or altered	**Once,** during erection, moving, dismantling, or altering	29 CFR 1926.451(f)(7)
Scaffolds, All - Manila or plastic (or other synthetic) rope being used for top rails or mid rails	**Often as necessary,** ensure strength requirements	29 CFR 1926.451(g)(4)(xiv)
Scaffolds, Supported - Determination of the feasibility and safety of providing **fall protection** for employees during erection & dismantling	**Once,** prior to erection	29 CFR 1926.451(g)(2)
Scaffolds, Supported - Determination of whether **safe access** during erection is feasible and does not create a greater hazard	**Once,** prior to erection	29 CFR 1926.451(e)(9)(i)
Scaffolds, Suspension - Ropes	**Once,** prior to each work shift and after every occurrence which could affect a rope's integrity	29 CFR 1926.451(d)(10)
Scaffolds, Suspension - Direct connections to supporting surfaces	**Once,** prior to use	29 CFR 1926.451(d)(3)(i)
Steel Erection, Columns	**During column erection**	29 CFR 1926.755(a)
Steel Erection, Cranes	**Daily**, prior to each shift	29 CFR 1926.753(c)(1)(ii)

OSHA Required Competent Person Inspections

Inspection	Frequency	Applicable Standard
Steel Erection, Structural Steel Assembly	**During assembly to determine if plumbing up is necessary**	29 CFR 1926.754(d)(i)
Trenches/excavations	**Daily**, prior to start of work & as needed	29 CFR 1926.651(k)(1)
Trenches/excavations, After rain storm or hazard increasing occurrence	**After each**, prior to start of work	29 CFR 1926.651(k)(1)
Trenches/excavations, If water is controlled or prevented from accumulating by the use of water removal equipment	**Continuous,** during used of water control requirement	29 CFR 1926.651(h)(2)
Trenches and excavations, Less than 5 feet in depth	**Daily**, if an excavation protective system is to not be used	29 CFR 1926.652(a)(1)(ii)
Trenches/excavations, Structural ramps for employee access and egress	**Once,** prior to use	29 CFR 1926.651(c)(1)(i)
Trenches/excavations, Subject to runoff from heavy rains, If excavation work interrupts the natural drainage of surface water	**Once,** prior to entry	29 CFR 1926.651(h)(3) and in accordance with 29 CFR 1926 (h)(1) & (h)(2) as necessary to prevent water accumulation
Trenches/excavations, when material or equipment that is used for protective systems is damaged	**Once,** prior to continued use	29 CFR 1926.652(d)(3)
Welding, Heating, or Cutting, On surfaces with preservative coating whose flammability is unknown	**Once,** test to determine flammability	29 CFR 1926.354(a)

NOTE: *The required Competent Person inspections for contracted construction work is the contractor's responsibility with VHA providing oversight.*

HINES VAH ONSITE INSPECTION CHECKLIST FOR MOBILE CRANES					
Crane Owner:					
Crane's Office Address:					
Office Phone Number:					
Make of Crane:					
Year of Manufacture:		Model No:		Serial No:	
Crane Capacity:		Date of Last Inspection:		Unit No:	

Indicate Crane Type: Check Appropriate Box			
Slewing Mobile Crane:		Non-Slewing Mobile Crane:	
Vehicle Loading:		Tele-Handler:	
Other:			

Travel Type
Truck Mounted: Yes: __ No: __ Track mounted or crawler: Yes: __ No: __ Rough terrain: Yes: __ No: __

	AREAS TO CHECK FOR COMPLIANCE			
1	Does the crane have registration or interstate equivalent (Cranes > than 10 tons)?			
2	Does the crane driver hold the relevant certificate of competency?			
3	Is there a legible copy of the operator's manual with the crane (English)?			
4	Is a logbook kept with the crane?			
5	Are pre-start checks and daily inspections being performed and recorded?			
6	Are service records and 12 month inspection/maintenance reports available?			
7	Has the crane crew discussed operational issues and is an appropriate work procedure JSA available?			
8	Setting up and sitting the crane:	*YES*	*NO*	*N/A*
	➢ Is the crane set up reasonably level, on well compacted and stable?			
	➢ Are outriggers clear of excavations, soft or filled ground?			
	➢ Are outriggers fully extended?			

	➢ **Are timbers under outrigger pads secure e.g.: solid blocked (pig sty formation)?**			Other:
	➢ **Where bog mats are used, has certification of the ground bearing capacity been obtained from a geo-technical engineer?**			
	Setting up and sitting the crane: Continued	***YES***	***NO***	***N/A***
9	**Crane sited on top of suspended slab:**			
	➢ **Has an engineer calculated point loads for outrigger pads and detailed back propping requirements, where needed?**			
10	**Exclusion Zones:**	***YES***	***NO***	***N/A***
	➢ **Where necessary, is the counterweight slewing area barricaded (e.g.: flags tied between outriggers)?**			
	➢ **Are precautions in place regarding suspended loads passing over workers?**			
11	**Communications:**	***YES***	***NO***	***N/A***
	➢ **Are clear communication protocols in place to control lifts (e.g.: radios clear without interference, whistles can be heard, clear line of sight when signaling)?**			
12	**PPE:**	***YES***	***NO***	***N/A***
	➢ **Is the crane crew wearing appropriate PPE (e.g.: visibility vests, hard hats, boots etc.)?**			
13	**If crane is operating in close proximity to overhead power lines and the power lines have not been de-energized, cranes must operate in accordance with the No Go Zone requirements, including:**	***YES***	***NO***	***N/A***
	➢ **Has written permission from the local power company been obtained?**			
	➢ **Is an Energy Safe approved spotter observing and warning against unsafe approach to overhead power lines?**			
	➢ **Has a tool box meeting and a site JSA been completed?**			
14	**Obvious visual defects that may compromise the safety of the crane:**	***YES***	***NO***	***N/A***
	➢ **Are hydraulic rams, hoses and connections in good order?**			

	➢ Are tires and/or tracks in good order?			
	➢ Are warning devices operational, including flashing lights, or audible beeper?			
15	Indicators and limiting devices (ONLY ask crane driver to demonstrate correct function of these safety features if he has failed to carry out a pre-operational check):	*YES*	*NO*	*N/A*
	➢ Is the crane fitted with a load indicator and is it operational?			
	➢ Is the crane fitted with a rated capacity limiter and is it operational?			
	➢ Is the crane fitted with a bluffing limiter and buffer and is it operational?			
	➢ Is the crane fitted with anti-two-block and is it operational (N/A non-slew crane)?			
	➢ Is the crane fitted with a positive lock out on the free fall function and is it operational?			
	➢ Are dead-man levers and foot pedals returning to the neutral position automatically upon release by the operator?			
16	Crane and carrier cabin:	*YES*	*NO*	*N/A*
	➢ Is seating in good order?			
	➢ Are decals on operator controls legible?			
	➢ Have access steps/ladder to cabin got non-slip surfaces?			
	➢ Has a grab rail been provided?			
	➢ Has a grab rail been provided?			
	➢ Is cabin clean and free from oil/grease?			
	➢ Is there a fire extinguisher in the cabin and up to date?			
17	Have road and footpath closure permits been obtained and is	*YES*	*NO*	*N/A*

	traffic management in place? ~road/footpath closure permit ~traffic management			
18	**Load Charts:**	*YES*	*NO*	*N/A*
	➢ Are load charts legible, kept with the crane?			
19	**Lifting Gear:**	*YES*	*NO*	*N/A*
	➢ Is lifting gear (chains, slings, wire rope, shackles) of adequate capacity, in good order and appropriately marked?			
	➢ Has lifting gear been inspected and inspection details recorded (tagged)?			
	➢ Is the load hook fitted with a safety catch and is it operational?			
	➢ Are tag lines being used, where required?			
	➢ Are slings and attachments being stored correctly?			

List any Issues Identified

ITEM #	ISSUE	ACTION TO BE TAKEN	BY

Competent Person:

Name: _____ Signature: _____ Date: _____

Contractor Representative:

Name: _____ Signature: _____ Date: _____

Crane Operator:

Name: _____ Signature: _____ Date: _____

VA Contract Officer Representative

Name: _____ Signature: _____ Date: _____

Hines VA Hospital
Planned Critical Lift Plan & Crane Permit

Permits must be posted at the lift site until work is complete or a new permit is issued. This permit must be reviewed every shift and reissued if a change in conditions (equipment, weather, and/or ground) or scope of work has occurred. Expired permits shall be returned to the VA for filing. This permit and supporting data must be submitted before any of the following lifts are made (check all that apply):

- ☐ A multiple cranelift
- ☐ Personnel Hoisting
- ☐ A non-routine lift of 20 tons or more
- ☐ An expected load lift is 75% or more of the crane's rated load capacity
- ☐ A lift over electrical lines, HVAC piping or operating facilities which may endanger patients and personnel

Description of Proposed Crane Work: (Include # of items to be picked and expected # of days and location)			
Proposed date for lift start:		Expected completion date:	

1. Crane Information		
Make:	Model:	Capacity (tons):
Total Boom Length:	Will Jib Be Used: (yes or no)	Jib Length:
Maximum Boom Length Required:	Maximum pick Radius Required:	

☐ Verify manufacturer's load chart indicates lifting capacity at stipulated load radius and boom lengths.

Note: If boom length and/or radius is between the stipulated or posted value on the load chart select the next lesser rating capacity. The next lesser rating capacity may be the next longer or shorter boom length.

2. Outriggers, Pads, and Tires:

☐ Outriggers Fully Extended and Set Check One: _____ Track _____Tires

☐ Soil Type is Determined to be Acceptable for Imposed Load

☐ VA Engineering has reviewed and determined underground utilities and structures are not at risk for damage.

3. Load information	
Note: Cranes equipped with computers indicating boom length, angle, and radius are safety devices only and should not be used in place of the operator's responsibility to actually determine the measurements required to calculate a safe lift. Note: Accessories, Crane Capacity, Parts of Line and Rope Capacity, and the working quadrant of the crane should be considered when calculating Net Crane Capacities.	
Description of Maximum load (include Dimensions):	
Weight of Max Load:	How was load determined:

4. Rigging Information
List all rigging components (Including number, type, size, capacity, etc.) Note – Anti-Two Block device is required:
Weight of Line, Block & All Rigging:

5. Total Gross Load	5. "Worst Case" Lift Scenario
a) Weight of Max Load: b) Weight of Line, Block & All Rigging: c) Safety Factor Added Weight: d) Total Gross Load:	a) Maximum Pick Radius: b) Total Gross Load: c) Crane Chart Capacity at Max Pick Radius: d) % of Crane Capacity (b/c):

6. Critical Pick Evaluation	
a) Will crane need to "walk" with loads?	_____ Yes
b) Will pick require more than one crane?	_____ No
c) Will pick be made over occupied building or facility?	_____ Yes
d) Does "worst case" lift scenario exceed 75% of crane capacity (5d)?	_____ No
	_____ Yes
	_____ No
	_____ Yes
	_____ No
If the answer to any of the above is "yes" then this is a critical lift that will require additional information and the signature of a licensed professional engineer.	

7. Crane Location Information	
a) Will crane pick affect pedestrian or vehicular traffic? If "yes", a traffic	_____ Yes

control plan must be submitted.	_____ No
b) Are there overhead power lines or other hazards in the lift area?	_____ Yes _____ No
c) Will load or any part of the crane be over or within 15 feet of electrical lines, pipes, process systems or operating equipment?	_____ Yes _____ No
d) Will crane height exceed 120 feet? If 'yes" the crane must have a light beacon at the top.	_____ Yes _____ No
e) Will crane height exceed 200 feet? If 'yes" the FAA must be notified at least 30 days prior.	_____ Yes _____ No

8. Additional Information (All must be provided)
a) Plot plan showing crane location, adjacent structures, roadways, utilities, etc. within the swing radius. b) Scale elevation sketch or drawing showing crane location, adjacent structures and load. c) Applicable crane load charts. d) Valid crane operators' license. e) Valid third party annual inspection certificate.
9. Wind Speed
a) Lifts are not allowed with wind speed in excess of: _____MPH b) Wind Speed at time of lift: _____MPH
10. Comments, Notes, and Sketches:

12. APPROVALS

The Contractor, Rigger, and Crane Operator are the Competent Persons solely responsible for the safe execution of the lift(s). Execution of the lift will be in complete accordance with OSHA regulations.

COMPLETE CHECKLIST BELOW TO ENSURE A SAFE LIFT IS PLANNED

- ☐ The load weight is confirmed known
- ☐ The load hook is directly over the load center of gravity
- ☐ Boom angle, boom length, lift radius, and the crane capacity are known
- ☐ Outrigger pads are fully extended and blocking is sufficient for the load
- ☐ Tires are clear of the ground and the crane is level
- ☐ Ground, soil, and/or pavement is confirmed to have capacity for the imposed load
- ☐ Rigging equipment has been inspected and in safe working condition
- ☐ All obstacles and obstructions have been identified
- ☐ Lifts in close proximity to power transmission lines shall meet OSHA 29 CFR 1926.550, MIOSHA R 408.11936, and applicable ANSI B30.5 safety standards
- ☐ A final check will determine the wind speed is within approved limits for this lift
- ☐ A signal method is has been determined between the crane operator and the signalman
- ☐ An individual has been designated to observe for obstructions and unauthorized personnel
- ☐ The crane operator meets OSHA qualifications requirements to operate the crane

- ☐ Verify a "competent person" is to inspect prior to use and during use, all slings, fastenings, and attachments for damage or defects. Damaged or defective equipment shall be immediately removed from service.

- ☐ Verify a "competent person" is to inspect all crane equipment and machinery prior to use and during use to ensure it is in safe operating condition. Any deficiencies shall be repaired prior to continued use.

- ☐ Verify the crane is in compliance with Federal and State regulations requiring frequent, periodic, and annual inspections. A thorough annual inspection has been made by a competent person, government, or private party recognized by the U.S. Department of Labor.

Date of Last Annual Inspection: _____ Inspected by: _____

Competent Person:
Name: _____ Signature: _____
Date: _____

Contractor Representative:
Name: _____ Signature: _____
Date: _____

Crane Operator:
Name: _____ Signature: _____
Date: _____

Crane Load Rigger:
Name: _____ Signature: _____
Date: _____

The individuals listed below have reviewed this Permit for completion of the listed requirements only, without regard for accuracy. All responsibility for crane operations rests with the individuals signing the form above this Statement.

VA Contract Officer Representative
Name: _____ Signature: _____
Date: _____

VA Safety Representative:
Name: _____ Signature: _____
Date: _____