

## SAFETY AND HEALTH PLAN

The contractor's safety and health plan shall include a complete and comprehensive response to the safety and health hazards that can be expected during the course of this contract. Safety items to be covered in the plan can be found in the current version of [APR 1700.1](http://server-mpo.arc.nasa.gov/Services/CDMSDocs/Centers/ARC/Dir/APR/APR1700.1.html), <http://server-mpo.arc.nasa.gov/Services/CDMSDocs/Centers/ARC/Dir/APR/APR1700.1.html> and shall also include those listed below.

Note: A Notice to Proceed cannot be issued until adequate Safety and Health Plan is incorporated into the contract. Acceptability of the contractor's Safety and Health Plan is dependent on whether contractor has adequately addressed the requirements listed in the request for proposal and the contract drawings and specifications. Failure to negotiate an acceptable Safety and Health Plan specific to this contract is not adequate grounds for requests for time extensions and may negatively impact contractor's progress on the job.

### a. Management Leadership and Employee Participation

1. Statement of the offeror's corporate safety policy.
2. Statement of specific goals and objectives to be met.
3. Description of management's procedures for implementing its commitment to Safety and Health including description of processes and procedures for making this plan visible in all contract and subcontract activities and products.
4. Description of procedures to promote and implement employee involvement.
5. Description of line and staff responsibilities for Safety and Health program implementation.
6. Description of procedures for ensuring that management and employees will be held accountable for implementing their tasks in a safe and healthful manner.
7. Description of the method for internal program evaluation.
8. Description of approach to document Safety and Health program performance.
9. Identification of procedures used to assure that the Offeror's procurements are reviewed for safety considerations.

### b. Workplace Analysis

1. Description of the methods for identification of workplace hazards including the procedures and techniques used to compile an inventory of hazards associated with the work to be performed.
2. Description of requirements and procedures for regular inspections and evaluations of work areas and implementation of corrective actions and emergency plan updating.
3. Description of methods for encouraging employee reporting of hazardous conditions.
4. Mishap Investigation and Workplace Analysis
5. Description of methods to assure reporting and investigation of mishaps including corrective actions implemented to prevent recurrence.
6. Description of approach to performing trend analysis of data via Accident/Incident Summary Reports, and Log of Occupational Injuries and Illnesses.

### c. Hazard Prevention and Control

1. Description of approach to consideration and selection of controls.
2. Description of methods to assure relevant hazardous situations and proper controls are identified in documentation, such as, inspection procedures, test procedures, etc.
3. Description of procedures for obtaining, inspecting, and maintaining protective equipment.
4. Description of responsibilities for maintaining facilities baseline documentation in accordance with Center requirements.
5. Description of approach to preventive maintenance.
6. Description of your medical surveillance program to evaluate personnel and workplace conditions.

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d. Emergency Response

Description of approach to emergency preparedness and contingency planning which addresses fire, explosion, inclement weather, environmental releases, earthquakes, etc.

e. Safety and Health Training

1. Description of Offeror's internal training program including identification of responsibility for training employees to assure understanding of safe work practices.

Description of personnel certification programs and approaches to ensure that training is retained and practiced.