Safety and Health Plan Instructions

The Contractor shall submit a detailed safety and health plan in accordance with Exhibit B Contract Documentation Requirements. The Contractor shall provide a plan on how it intends to protect the life, health, and well-being of the public, NASA, and Contractor employees, as well as property and equipment in accordance with the format and requirements of Appendix E of NPR 8715.3, NASA General Safety Program Requirements. This plan, as approved by the Contracting Officer, will be included in any resulting contract. The plan shall also address the following (the numbering scheme, below, follows that of NPR 8715.3 Appendix E; only those items augmented for LaRC specific requirements are identified, including additional numbering as applicable):

1.0 MANAGEMENT LEADERSHIP AND EMPLOYEE PARTICIPATION

1.1 Goals and Objectives. Reference Langley Policy Directive (LAPD) 1700.1, Safety Program

1.2 Assignment of Responsibility. Reference LAPD 1700.2, Safety Assignments and Responsibilities

1.3 Material Safety Data. Reference Langley Procedural Requirement (LPR) 1710.12, Potentially Hazardous Materials - Hazard Communication Standard, and LPR 1710.13, Chemical Hygiene Plan

2.0 WORKPLACE ANALYSIS

2.1 Address process for immediate reporting of all accidents, injuries, close calls, and equipment/property damage to the LaRC Safety and Facility Assurance Branch (SFAB) within the Safety and Mission Assurance Office (SMAO) in accordance with Langley Management System Center Procedure 4760 (LMS-CP-4760), Reporting Injuries, Illnesses, Compensation Claims and Unsafe Working Conditions. Include the written procedure for informing employees that the LaRC has the right, and intends to perform, drug testing on any individual or group of individuals involved in any accident resulting in an injury, illness, close call, or equipment/property damage.

3.0 MISHAP INVESTIGATION AND RECORD ANALYSIS

3.1 Mishap Investigation and Reporting. Include a description of the methods utilized to ensure investigations and the reporting of mishaps are conducted and corrective actions are implemented in accordance LMS-CP-8621, Reporting, Investigating, and Recordkeeping for Mishaps, Close Calls, and Previously Unidentified Serious Workplace Hazards.

4.0 HAZARD PREVENTION AND CONTROL

4.1 Hazardous Operations. Develop written procedures for all hazardous operations, including testing, maintenance, repairs, and handling of hazardous materials and hazardous waste. Reference LPR 8717.1, Job Hazard Analysis Program, and LPR 1740.4, Facility System Safety Analysis and Configuration Management.

4.2 Protective Equipment. Describe the personal protective equipment program and its usage and maintenance in accordance with OSHA 29 CFR 1926 Subpart E, Personal Protective and Life Saving Equipment, LPR 1710.4, Personnel Protection - Clothing and Equipment, and LPR 2710.1, LaRC Noise Control and Hearing Conservation Program.

4.3 Hazardous Operations Permits

a. Operations Involving Potential Asbestos Exposures. Reference LPR 1740.2, Facility Safety Requirements, and LPR 1740.4.

b. Operations Involving Exposures to Toxic or Unhealthful Materials. Reference LPR 1740.2 and LPR 1710.12.

c. Operations Involving Hazardous Waste. Reference LPR 8500.1, Environmental and Energy Program Manual, and LPR 1740.2.

d. Operations involving Confined Space Entry. Include training, obtaining a Confined Space Entry Permit, and process for initial and hourly readings in accordance with OSHA 29 CFR 1910.146, Permit-required Confined Spaces.

e. Operations involving Hot Work (Welding). Reference LPR 1710.11, Fire Protection Program.

f. Operations Requiring the Issuance of a LaRC Safety Permit. Reference LPR 1710.12, LPR 1710.5, Ionizing Radiation, and LPR 1710.8, Non-Ionizing Radiation.

4.4 Fall Protection. Description of the method utilized to ensure compliance with the requirements of OSHA 29 CFR 1926.500 through 1926.503 pertaining to fall protection and LPR 1710.4.

4.5 Scaffolding. Description of the method utilized to ensure scaffolding is designed, constructed, and assembled in accordance with the requirements of OSHA 29 CFR 1926.450 through 454 pertaining to scaffolds and LPR 1740.2.

4.6 NASA LaRC Lockout/Tagout System. Description of the method utilized for compliance with LPR 1710.10, Langley Research Center Energy Control Program (Lockout/Tagout), and LPR 1710.6, Electrical Safety.

4.7 Ionizing and Non-Ionizing Radiation. Description of the method utilized for ensuring employee awareness training of radiation symbols and when they are used in accordance with LPR 1710.5 and LPR 1710.8.

4.8 Potentially Hazardous Materials. Description of the method utilized for ensuring employee awareness training for LaRC's hazardous materials program in accordance with LPR 1710.12.

4.9 Safety Meetings. Identify plan for conducting regular safety meetings in accordance with LPR 1740.3, Facility Safety Head and Facility Coordinator Guide.

4.10 Crane Certification. Describe process for ensuring that all mobile/truck-mounted cranes brought on site by the Contractor have a current Annual Certification of Load Test, including crane location identification for crane certifications to facilitate inspections upon request by NASA Inspector or SFAB.

4.11 Pressure Vessels. Describe process for ensuring compliance with LPR 1710.40, Langley Research Center Pressure Systems Handbook, and LPR 1710.42, Safety Program for the Recertification and Maintenance of Ground-Based Pressure Vessels and Piping Systems, pertaining to the design, procurement, fabrication, modification, repair, operation, and/or recertification of pressure systems.

4.12 Reference LPR 1740.4.

4.13 Medical Program. Description of the medical surveillance program equivalent to the LaRC physical protocols, which have been established to evaluate personnel and workplace conditions to identify health issues and potential occupational exposures for employees working with hazardous materials (chemicals), ionizing and non-ionizing radiation, lead, asbestos, crane and forklift operations, and employees working at heights in excess of 25 feet (Reference LPR 1740.6, Personnel Safety Certification).

5.0 EMERGENCY RESPONSE

Reference LPR 1710.11 and LPR 1046.1, Emergency Management Plan.

6.0 SAFETY AND HEALTH TRAINING

All training materials and training records shall be in accordance with LPR 1740.6 and be provided to LaRC for review upon request.

7.0 NOTICE OF VIOLATION

Describe the response process to any Notice of Violations (NOVs) issued for safety violations by the prime contractor and/or or its subcontractors, including the cause for violation; mitigation of impact, if applicable; planned prevention of recurrence; timing of response to ensure compliance within LaRC's three (3) working day response time requirement; and the process for delivery of the response to the issuer of the Notice of Violation.