

# U.S. Army Corps of Engineers Safety Inspection Checklist Accident Prevention Plan

Date of Inspection

|                              |                     |
|------------------------------|---------------------|
| Location (Plant or Facility) | Contract Number     |
| Contractor Name              | Project Name        |
| Inspector Name (Print)       | Inspector Signature |

***This checklist serves as a guide only, it does not replace or eliminate the need to comply with the requirements set forth in Engineering Manual 385-1-1, Safety and Health Requirements Manual, dated 15 September 2008. The references included in this checklist correspond to the applicable sections of EM 385-1-1.***

| Item Description   | Yes | No | N/A | Remarks (Any NO or N/A item) |
|--|-----|----|-----|------------------------------|
| <b>1. Signature sheet</b>  |     |    |     |                              |
| a. Includes the name, signature, and title of the Plan Preparer ( <i>Qualified person, i.e. corporate safety staff person, QC</i> )  |     |    |     |                              |
| b. Includes the name, signature, and title of the Plan Approver ( <i>e.g. owner, company president, regional vice president</i> ) (HTRW activities require approval of a Certified Industrial Hygienist, a Certified Safety Professional may approve the plan for operations involving UST removal where contaminants are known to be petroleum, oils, or lubricants). |     |    |     |                              |
| c. Includes the name(s), signature(s), and title(s) for Plan Concurrence (provide concurrence of other applicable corporate and project personnel (contractor)) ( <i>e.g. Chief of Operations, Corporate Chief of Safety, Corporate Industrial Hygienist, project manager or superintendent, project safety professional, project QC.</i> )                            |     |    |     |                              |
| <b>2. Background information</b>   |     |    |     |                              |
| a. Includes the Contractor Name.   |     |    |     |                              |
| b. Includes the Contract Number.   |     |    |     |                              |
| c. Includes the Project Name.  |     |    |     |                              |
| d. Includes the Brief Project Description.   |     |    |     |                              |
| e. Includes the Location of the Project (map).   |     |    |     |                              |
| f. Includes the Contractor Accident Experience ( <i>Copy of OSHA 300 Forms, or equivalent documentation</i> ).   |     |    |     |                              |
| g. Includes the Listing of Phases of Work and Hazardous Activities Requiring an Activity Hazard Analyses (AHA).  |     |    |     |                              |
| 3. Statement of Safety and Health Policy. Includes a copy of the corporate safety policy. ( <i>In addition to the corporate policy statement, a copy of the corporate safety program may provide a portion of the information required by the accident prevention plan.</i> )  |     |    |     |                              |
| <b>4. Responsibilities and Lines of Authorities</b>  |     |    |     |                              |
| a. Includes the identification and job responsibilities of personnel responsible for safety - at both corporate and project level - including their resumes.   |     |    |     |                              |
| b. Includes the lines of authority.  |     |    |     |                              |

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|--|-----|----|-----|------------------------------|
| <b>5. Training</b>   |     |    |     |                              |
| a. Includes the list of subjects to be discussed with employees at safety indoctrination.  |     |    |     |                              |
| b. Includes the list of mandatory training and certifications applicable to this project (e.g., <i>explosive actuated tools, confined space entry, crane operator, diver, vehicle operator, HAZWOPER training and certification, PPE</i> ) and any requirements for periodic retraining / recertification. |     |    |     |                              |
| c. Includes the identity requirements for emergency response training.   |     |    |     |                              |
| d. Includes the outline requirements ( <i>who attends, when given, who will conduct, etc.</i> ) for supervisory and employee safety meetings.  |     |    |     |                              |
| <b>6. Safety and Health Inspections</b>  |     |    |     |                              |
| a. Includes the name(s) of individual(s) responsible for conducting safety inspections. (e.g., <i>PM, safety professional, QC, supervisors, employees</i> )  |     |    |     |                              |
| b. Includes proof of inspector's training / qualifications.  |     |    |     |                              |
| c. Indicates when inspections will be conducted.   |     |    |     |                              |
| d. Furnished sample forms upon which inspections will be recorded.   |     |    |     |                              |
| e. Indicates deficiency tracking system and follow-up procedures.  |     |    |     |                              |
| f. Includes the names of competent and / or qualified person(s) and proof of competency / qualification to meet specific OSHA competent / qualified person(s) requirements.  |     |    |     |                              |
| g. Includes any external inspections / certifications which may be required. (e.g., <i>US Coast Guard</i> )  |     |    |     |                              |
| <b>7. Safety and Health Expectations, Incentive Programs, and Compliance</b>   |     |    |     |                              |
| a. Includes the company's written safety program goals, objectives, and accident experience goals.   |     |    |     |                              |
| b. Includes a brief description of the company's safety incentive programs ( <i>if any</i> ).  |     |    |     |                              |
| c. Includes the policies and procedures regarding noncompliance with safety requirements (to include disciplinary actions for violation of safety requirements).   |     |    |     |                              |
| d. Includes the written company procedures for holding managers and supervisors accountable for safety.  |     |    |     |                              |
| <b>8. Accident Reporting</b>   |     |    |     |                              |
| a. The plan identifies how, when, and who shall complete the Exposure data (man-hours worked).   |     |    |     |                              |
| b. The plan identifies how, when, and who shall complete accident investigations, reports, and logs.   |     |    |     |                              |
| c. The plan identifies how, when, and who shall make immediate notification of major accidents.  |     |    |     |                              |

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**Based on a risk assessment of contracted activities and on mandatory OSHA compliance programs, the Contractor shall address all applicable occupational risks and compliance plans. Using the EM 385-1-1 as a guide, plans may include but not be limited to:**

| Item Description  | Yes | No | N/A | Remarks (Any NO or N/A item) |
|---|-----|----|-----|------------------------------|
| 9. Plans (Programs, Procedures) required by the Safety Manual   |     |    |     |                              |
| a. Layout plans (04.A.01)   |     |    |     |                              |
| b. Emergency response plans:  |     |    |     |                              |
| (1) Procedures & Test (01.E.01)   |     |    |     |                              |
| (2) Spill Plans (01.E.01, 06.A.02)  |     |    |     |                              |
| (3) Fire Fighting Plan (01.E.01, 19.A.04)   |     |    |     |                              |
| (4) Posting of Emergency Telephone Numbers (01.E.05)  |     |    |     |                              |
| (5) Man overboard/abandon ship (19.A.04)  |     |    |     |                              |
| (6) Medical Support. Outline on-site medical support and off-site medical arrangements including rescue and medical duties for those employees who are to perform them, and the name(s) of on-site Contractor personnel trained in first aid and CPR. A minimum of two employees shall be certified in CPR and first-aid per shift/site (Section 03.A.02; 03.D) |     |    |     |                              |
| c. Plan for prevention of alcohol and drug abuse (01.C.02)  |     |    |     |                              |
| d. Site Sanitation Plan (Section 02)  |     |    |     |                              |
| e. Access and haul road plan (4.B)  |     |    |     |                              |
| f. Respiratory Protection Plan (05.G)   |     |    |     |                              |
| g. Health Hazard Control Program (06.A)   |     |    |     |                              |
| h. Hazard Communication Program (06.B.01)   |     |    |     |                              |
| i. Process Safety Management Plan (06.b.04)   |     |    |     |                              |
| j. Lead Abatement Plan (06.B.05 & specifications)   |     |    |     |                              |
| k. Asbestos Abatement Plan (06.B.05 & specifications)   |     |    |     |                              |
| l. Radiation Safety Program (06.E.03.a)   |     |    |     |                              |
| m. Abrasive blasting (06.H.01)  |     |    |     |                              |
| n. Heat/Cold Stress Monitoring Plan (06.I.02)   |     |    |     |                              |
| o. Crystalline Silica Monitoring Plan (Assessment) (06.M)   |     |    |     |                              |
| p. Night Operations Lighting Plan (07.A.08)   |     |    |     |                              |
| q. Fire Prevention Plan (09.A)  |     |    |     |                              |
| r. Wild Land Fire Management Plan (09.K)  |     |    |     |                              |
| s. Hazardous energy control plan (12.A.01)  |     |    |     |                              |
| t. Critical Lift Procedures (16.H)  |     |    |     |                              |
| u. Contingency Plan for Severe Weather (19.A.03)  |     |    |     |                              |
| v. Float Plan (19.F.04)   |     |    |     |                              |
| w. Site-Specific Fall Protection & Prevention Plan (21.C)   |     |    |     |                              |
| x. Demolition plan (to include engineering survey) (23.A.01)  |     |    |     |                              |

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*Based on a risk assessment of contracted activities and on mandatory OSHA compliance programs, the Contractor shall address all applicable occupational risks and compliance plans. Using the EM 385-1-1 as a guide, plans may include but not be limited to:*

| Item Description  | Yes | No | N/A | Remarks (Any NO or N/A item) |
|---|-----|----|-----|------------------------------|
| 9. Plans (Programs, Procedures) continued.  |     |    |     |                              |
| y. Excavation/trenching plan (25.A.01)  |     |    |     |                              |
| z. Emergency rescue (tunneling) (26.A.)   |     |    |     |                              |
| aa. Underground construction fire prevention and protection plan (26.D.01)  |     |    |     |                              |
| bb. Compressed air plan (26.I.01)   |     |    |     |                              |
| cc. Formwork and shoring erection and removal plans (27.C)  |     |    |     |                              |
| dd. Pre Cast Concrete Plan (27.D)   |     |    |     |                              |
| ee. Lift slab plans (27.E)  |     |    |     |                              |
| ff. Steel erection plan (27.F.01)   |     |    |     |                              |
| gg. Site Safety and Health Plan for HTRW work (28.B)  |     |    |     |                              |
| hh. Blasting Safety Plan (29.A.01)  |     |    |     |                              |
| ii. Diving plan (30.A.13)   |     |    |     |                              |
| jj. Confined space Program (34.A)   |     |    |     |                              |
| 10. Risk Management Processes. Detailed project-specific hazards and controls shall be provided by an Activity Hazard Analysis (01.A.13) for each major phase/activity of work. |     |    |     |                              |

Other Remarks