

Contractor Site Specific Safety Plan

All safety plans must be sent to Penn EHRS for review at least two weeks prior to the project start date.

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Complete the Penn Site Specific Safety Plan (SSSP), checking all programs and requirements that apply to the scope of the project. Provide additional details and/or attachments as requested in the comment/actions/reference section. In addition to the Penn SSSP please submit your company's Safety and Health Program.

Contractors shall comply with all applicable federal, state, and local Environmental, Health and Safety Regulations.

Project Name			
Penn Project Manager			
Contractor Company(s) <small>(List All Contractors / Sub-Contractors)</small>			
Project Start Date		Project Completion Date	
Project/Job Location:			
Description / Scope of Work			

Organizational Requirements

Planned number of workers:		
List Name(s) of Contractor Project Manager / Foreman / Superintendent	Title	Emergency Contact Number
List Name of Safety Manager/Director		Emergency Contact Number
Emergency Response –	<p>Penn’s Emergency Line: 215-573-3333 / 511 (campus phone)</p> <p>Penn Public Safety General Information: 215-898-7297</p>	

ES Requirement	Does Requirement Apply? (Yes / No)	Comments / Actions / References
Personal Protective Equipment	Does the project require the use of personal protective equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No	What PPE will be required when on the jobsite?
Heat Stress Awareness	If work takes place in an Outdoor or Indoor Environment where workers are exposed to heat, ensure a Heat Stress Management Program is in place.	
Barricading Work Zone & Safety Hazards	Does the project require barricading the work zone and safety hazards? <input type="checkbox"/> Yes <input type="checkbox"/> No	What type of barricade(s) will be used?
Site Control	Does the project require site security/sprinkler systems to be disabled? <input type="checkbox"/> Yes <input type="checkbox"/> No	Review with project manager if fire watch or additional security resources are required.

ES Requirement	Does Requirement Apply? (Yes / No)	Comments / Actions / References
Traffic Control/Vehicular Movement	Does the project require sidewalk closures, lane impositions or traffic interruptions? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Powered Industrial Trucks (Fork Trucks, Lulls, etc.)	Does the project require use of Powered Industrial Trucks? <input type="checkbox"/> Yes <input type="checkbox"/> No	What powered industrial vehicles will be used during this project?
Asbestos Management	Penn is responsible for all asbestos inspection and abatement activities.	<ul style="list-style-type: none"> • If suspected asbestos containing materials are found, stop work, and notify your Project Manager. • EHRS Asbestos Program Coordinator - Marc Heim (445)-246-2479. • Contractors should have Awareness Level Training.
Lead Management	All contractors are expected to comply with OSHA standard 1926.62.	
Respiratory Protection	Will this work result in respiratory exposure to any substance that may exceed regulatory exposure limits? <input type="checkbox"/> Yes <input type="checkbox"/> No	

ES Requirement	Does Requirement Apply? (Yes / No)	Comments / Actions / References
Air Management (Dust Control)	Will the work require a Dust Control Permit? <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> Ensure compliance with the City of Philadelphia, Air Management Code.
Chemical Management / Hazard Communication	Will the work require the use of any hazardous chemicals? <input type="checkbox"/> Yes <input type="checkbox"/> No	List hazardous materials to be used and maintain SDSs onsite.
Laboratory Work	Will the work involve entering any University Laboratories? <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> Contractors must go through the Penn Hazard Communication and Safety Awareness Training https://ehrs.upenn.edu/health-safety/general-safety/hazard-communication-contractors-entering-labs EHRS, upon notification from the Penn Project Manager, will advise contractors of any chemical hazards which may be encountered in the normal course of their work on premises.
Laboratory Work (Animal Facilities)	Will the work involve entering any University Animal Facilities (ULAR)? <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> Contractors entering animal facilities must review the Guidelines for Animal Facility Visitors.  1.02 Attachment_3-Visito

ES Requirement	Does Requirement Apply? (Yes / No)	Comments / Actions / References
Utility Shutdown Request	Will the work involve shutting down any building utilities? <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> A Utility Shutdown Request Form must be completed and approved by the Penn Project Manager.
Lock Out Tag Out	Will the work involve de energization of equipment or the need to control other hazardous energy sources? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Electrical Work	Will the project involve work on electrical systems? <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> Live electrical work over 50 volts requires an Energized Electrical Work Permit and Penn Approval.
Electrical Work (Temporary Power, Lighting and Welding Installations)	Will the work involve the need for a Temporary Power? <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> Ensure compliance with the National Electric Code (NFPA 70).

ES Requirement	Does Requirement Apply? (Yes / No)	Comments / Actions / References
Confined Space Entry	Will the work involve entry into a confined space? <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> • Ensure confined space entry plan is compliant with OSHA 1926 Subpart AA and 1910.146.
Hot Work	Will the work involve welding, cutting, grinding, soldering or open flames/sparks (ignition source)? <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> • Hot Work Permits are managed through Penn's Division of Public Safety - Fire & Emergency Services (FES). Hot Work Permits are available through your Penn Project Manager.
Earth or Floor Penetration	Will the work require excavations, trenching, pole setting, drilling, digging, coring or saw cutting of interior floors or exterior grounds? <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> • Ensure compliance with OSHA standard 1926 Subpart P and the City of Philadelphia Code. • Ensure PA One Call is Complete. (Dial 811) • Please provide the name of your Qualified Site Safety Manager:
Working at Heights (Roof Work)	Will the work require access to a roof for any purpose? <input type="checkbox"/> Yes <input type="checkbox"/> No	How will access to the roof be secured during the project?

ES Requirement	Does Requirement Apply? (Yes / No)	Comments / Actions / References
<p>Working at Heights (Fall Protection)</p>	<p>Will personnel be working at heights or performing work that requires fall protection?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Please list all fall protection equipment and systems that will be used. (anchorages, railing, etc.)</p>
<p>Working at Heights (Swing Scaffold, Boatswain's Chair, etc.)</p>	<p>Will personnel be performing work that requires use of a swing scaffold, bosun's chair or similar system?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<ul style="list-style-type: none"> • Please provide information on the type of system that will be used along with the set up and anchorage plan.
<p>Scaffolding</p>	<p>Will the work require use of scaffolding?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<ul style="list-style-type: none"> • Please provide the name of the competent person overseeing the work and performing/documenting the inspections.
<p>Mobile Elevated Working Platforms (MEWP)</p>	<p>Will the work result in use of mobile elevated working platforms to include articulating boom lifts, scissors lifts, or safety cages?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>What type of MEWPs will be used?</p>

ES Requirement	Does Requirement Apply? (Yes / No)	Comments / Actions / References
Ladders	Will the work require use of ladders? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Cranes and Derricks	Will the work require use of a crane and/or derrick? <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> Please attach/provide site-specific lift plan before work takes place.