

## Chapter 17 - Safety

The Contractor is responsible for providing a safety program that provides a safe workplace for its workers, other workers on the project, ODOT employees, ODOT representatives, and the public. That program must fulfill the requirements of the Contract as well as all applicable laws and regulations. The Contractor may also be held responsible for the safety program and practices of each of its Subcontractors.

The primary responsibility for enforcing safety and health law rests with the Oregon Occupational Safety and Health Division (OR-OSHA). Its representatives will inspect work sites if they receive complaints of hazardous conditions.

### **Drug Testing Program**

Section 00170.74 of the contract and ORS 279C.505 require the Contractor to have in place, and maintain throughout the life of each project, an employee drug testing program. The Contractor will also require its Subcontractors to have an employee drug testing program.

The Project Manager (PM) is not responsible to monitor the Contractor's drug testing program. However, ODOT may audit or review the Contractor's drug testing program. If the PM is aware of problems or incidents, the PM should notify the Contractor or other authorities.

### **Project Safety**

The PM should assist the Contractor in every way possible in meeting its obligations for a safe workplace. The PM is also responsible for assuring that Contractor operations fulfill the contract requirements, such as Temporary Protection and Direction of Traffic. The PM will require the Contractor to complete the ODOT Safety Questionnaire for Contracted Construction Projects prior to the Pre-Construction Conference. Refer to **Exhibit 17A**.

If the PM notes a safety violation, it should be brought to the attention of the Contractor's Superintendent. If the violation is corrected, nothing more needs to be done other than noting the event in the project diary or on the Daily Progress Report.

If the PM detects or is aware of a safety violation that presents an imminent danger, and the Contractor fails to take immediate corrective action, the PM should order that work be suspended until the hazard is eliminated. Contact the ODOT Region Safety Manager for advice and guidance.

Everyone should always be alert for potential danger. Plan ahead so that you do not place yourself in dangerous situations. Look out for your safety, as well as that of other

workers and that of the public. Everyone at the project site must comply with the safety requirements of the Contractor, including requirements for hard hats, safety glasses, etc.

Monitor traffic control, devices, and movement of traffic frequently to detect unsafe conditions or situations. Assure that the Contractor is properly maintaining traffic control and devices. If a deficiency is noted, bring it to the immediate attention of the Contractor. The PM should suspend the Contractor's operations if the Contractor does not correct unsafe conditions in a timely and proper manner.

Refer to **Chapter 12-A - Daily Reports/Diaries**, the Accident Investigation and Reporting section of this Manual, for discussion regarding Accident Investigation and Reporting.

The PM must address the issue of safety when completing the periodic Prime Contractor Performance Evaluation. Refer to **Chapter 34 - Contractor Performance Evaluation**.

# ODOT Safety Questionnaire for Contracted Construction Projects

Project Name \_\_\_\_\_ Contract # \_\_\_\_\_  
Project Manager \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Contractor \_\_\_\_\_ Conference Date \_\_\_\_\_

## Contractor Instructions

Please complete this questionnaire and return to the Project Manager (PM) at the address listed above at least **one week** prior to the scheduled Pre-Construction Conference (Pre-Con).

## Safety Representative

Please list the Contractor's safety representative for the project.

Name \_\_\_\_\_ Title \_\_\_\_\_  
Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Emergency Phone \_\_\_\_\_

## Traffic Control Plan

Please bring a copy of the traffic control plan to the Pre-Con for review and discussion. Where a project has phases that alter the traffic flow as construction progresses, revised or additional traffic control plans need to be provided to the PM 30 days prior to implementation of the new phase.

## Traffic Control

Some highway construction projects may require the contractor to have a Certified Traffic Control Supervisor (TCS). Do the Contract Specifications require a TCS for this project? Yes \_\_\_\_ No \_\_\_\_

If yes, please provide the following for the TCS, or where none is required, the person responsible for traffic control during working and non-working hours.

Name \_\_\_\_\_ TCS Certification # \_\_\_\_\_ Expires \_\_\_\_\_  
Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Emergency Phone \_\_\_\_\_

## Safety Committee Meetings

If you plan to have on-site safety committee meetings, please provide the following:

When \_\_\_\_\_ Time \_\_\_\_\_ Location \_\_\_\_\_

## Emergency Response

Is 911 emergency response available in the project area? If not, what are the phone numbers for Hospital \_\_\_\_\_ Ambulance \_\_\_\_\_ Police \_\_\_\_\_

and Fire \_\_\_\_\_ in case of emergency? These numbers need to be posted next to the telephone on the project site.

## Hazardous Materials

Will there be any hazardous materials used on this project? Yes \_\_\_ No \_\_\_

If yes, attach a list of the hazardous materials to this questionnaire.

## Unique Hazardous Conditions

Many potentially hazardous conditions exist on construction projects. In order for the Agency to ensure that its employees are aware of, trained in, and protected from these hazards, please check where any of the following construction activities or conditions may occur on the project. The ODOT PM may ask the ODOT Region/Branch Safety Manager to provide technical advice and counsel at the Pre-Con where any of the following activities or conditions exists.

Fall Protection Hazards

Asbestos

Lead paint or lead-containing products

Large scale painting

Trenching requiring shoring or other protection system

Confined spaces

Tunneling

Complex work zone traffic control

Haul roads

Air quality

Night work

Danger of falling objects or debris

Blasting

Working on or near cliff faces or overhangs  
Large scale excavation and/or paving equipment

### **Backup Alarms or Signal Persons**

Will trucks and heavy equipment have backup alarms? Yes \_\_\_ No \_\_\_. If not, signal persons will be required where trucks and heavy equipment are backing up.

### **Competent Person**

Will this project have excavations subject to OR-OSHA trenching and shoring regulations? Yes \_\_\_ No \_\_\_. If yes, please list the on-site competent person.

Name \_\_\_\_\_

### **Hard Hats**

ODOT employees will comply with the Contractor's hard hat standard while on the project. Do you require hard hats \_\_\_ At all Times \_\_\_ Only when an overhead or electrical hazard exists.

Submitted by Contractor Representative:

Name (please print) \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Review by Representative:

Name (please print) \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_