

8.0 SUBCONTRACTORS

8.1 Subcontractor Safety Requirements

8.1.1 Introduction

- 8.1.1.1** 3i is committed to the goal of providing a safe and healthful workplace, free of recognized hazards, in accordance with the Occupational Safety and Health Act of 1970 and all current revisions. To achieve this goal, it is a contractual requirement that our subcontractors comply with their own safety rules and OSHA, State, and 3i Safety Standards. In addition to these safety rules, some property owners have their own safety rules and require anyone working on the site to follow their rules.
- 8.1.1.2** Your cooperation and assistance are required to achieve our goal of an incident-free job site. Every person on the job site is encouraged to report safety hazards to their foreman immediately. Any safety hazard should be corrected immediately by the subcontractor responsible, or the area should be secured so that it does not expose others on the site to an unsafe condition. Unsafe work behavior, procedures, and equipment will not be tolerated.
- 8.1.1.3** Compliance with Federal, State, and Company safety rules and requirements is the minimum acceptable standard for subcontractors and their employees on the job site. Subcontractors shall have total responsibility for compliance with safety requirements, as stated above.

8.2 Subcontractor Responsibilities

8.2.1 Each subcontractor shall:

- 8.2.1.1** Abide by their company's program or 3i's Safety Program, whichever is more stringent.
- 8.2.1.2** All subcontractors must abide by all ordinances, regulations, rules, and orders of the city, state, and/or federal government, including compliance with the regulations of the Occupational Safety and Health Act of 1970 and most current revisions, hereinafter called OSHA including, but not limited to, the following job site rules and safety regulations:
 - OSHA 1926.32(f) Competent Persons – Subcontractor must designate a competent person to represent them on each job site. "Competent person" means one who is capable of identifying existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous, or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them."
 - OSHA 1926.21(b)(2) requires employers to instruct each employee in the recognition and avoidance of unsafe conditions and the regulations applicable to his/her work environment in order to control or eliminate any hazards or other exposure to illness or injury. Training is an on-going obligation on the part of the employer. The subcontractor shall ensure that its employees attend safety meetings with their foreman at least once a week and each time a non-routine task is being performed.

8.3 Job Hazard Analysis (JHA)

- 8.3.1** The Subcontractor shall complete and submit to the project Supervisor a Job Hazard Analysis (JHA) as required. The JHA must break down the work to be performed into activities, hazards associated with the activity or hazards the worker will be

exposed to by the activity. Engineering controls or PPE to be used must be identified. All employees performing that activity must sign the JHA.

8.4 Emergencies

- 8.4.1** The subcontractor shall supply and maintain a first aid kit on the job site for its employees. Contents must be inspected weekly and depleted/expired items replenished.
- 8.4.2** The subcontractor shall supply non-emergency transportation for its injured employees.
- 8.4.3** The subcontractor shall immediately notify 3i's Supervisor of any fire, unusual incident, near miss, or injury to any subcontractor employee, vendor, or visitor on the job site.

8.5 Personal Protective Equipment

- 8.5.1** The subcontractor shall supply and ensure the use of personal protective equipment for its employees, including:
 - 8.5.1.1** Hard hats, sleeved shirts, and long pants are to be worn at all times. Safety vests and safety glasses are to be worn when required.
 - 8.5.1.2** Goggles and face shields when the employee's work operation poses a hazard to the eyes and/or face, such as drilling, grinding, chipping, chemical or solvent use, or sand/grit blasting.
 - 8.5.1.3** Sturdy work shoe—no sneakers, thongs, or opened toed shoes are permitted on job sites.
 - 8.5.1.4** Hearing protection, safety harnesses, welding shields, cutting goggles, and respiratory equipment when applicable. Respirator use requires proof of a written respiratory program and training.
 - 8.5.1.5** High visibility clothing or safety vests with reflective stripping. Class II is required.
 - 8.5.1.6** All PPE shall be worn on the job site unless a Job Hazard Analysis is conducted by the 3i Safety and Construction Department, and it is shown that PPE, or some items, are no longer required.

8.6 Scaffolds

- 8.6.1** Scaffolds and staging built by subcontractor's employees must comply with OSHA 1926.451, including:
 - 8.6.1.1** Standard guardrail and midrails on all open sides of work deck 10 feet or more above the ground.
 - 8.6.1.2** A completely planked or covered deck, minimum 45" wide, secured to the bearers with cleats to prevent movement.
 - 8.6.1.3** Toeboards of 1" x 4" or equivalent.
 - 8.6.1.4** Structural integrity capable of supporting at least 4 times the maximum intended load components; lumber, or other material used, must be free of obvious defects.
 - 8.6.1.5** An access ladder shall be provided.

8.6.1.6 On suspension scaffolds designed for a working load of 500 pounds, no more than two employees shall be permitted to work at one time. On suspension scaffolds with a working load of 750 pounds, no more than three employees shall be permitted to work at one time.

8.6.1.7 An assigned competent person must inspect the scaffold each day before work begins.

8.7 Housekeeping

8.7.1 The subcontractor shall maintain its work areas in a neat and orderly manner and remove scrap, debris, and rubbish from its work areas on a regular basis or when requested by 3i's Supervisor.

8.7.2 The subcontractor shall ensure that walkways, aisles, work areas, and common areas are free of excess stored material, cables, hoses, weld leads, and scrap.

8.8 Motor Vehicles

8.8.1 Motor vehicles/equipment used by any subcontractor, visitor, or vendor, which does not have clear visibility while backing up, must be equipped with back-up alarms, except when the subcontractor designates an employee to act as a signal person for the driver of the vehicle.

8.8.2 Operators of motorized equipment are prohibited from using cell phones when the equipment is moving.

8.8.3 Equipment inspections will be completed when a machine comes to the site and after any repair work is done.

8.9 Crane Operations

8.9.1 All crane operations must comply with the OSHA Subpart CC - Cranes and Derricks in Construction Standards.

8.9.2 Copies of the last monthly and annual crane inspection must be on file with the site Supervisor.

8.9.3 Copies of the monthly sling inspection must be turned in to the Supervisor.

8.9.4 All Signal people and Riggers must have proof of qualification on file with the site Supervisor.

8.9.5 Crane lift plans should be submitted to the project superintendent in advance of lift operations.

8.9.6 Any lift involving two cranes or any lift equal to or greater than 75% of the cranes rated capacity will require a critical lift plan be submitted ten days in advance for review to 3i.

8.10 Excavations

8.10.1 Excavations dug by the subcontractor must comply with OSHA trenching and excavation requirements before any personnel are permitted in the excavation. Confined space requirements may be applicable. Excavations must be inspected daily by an assigned competent person.

8.10.2 All open trenches must be protected, flagged, or barricaded if left overnight or other workers are exposed to hazard.

8.11 Electrical

- 8.11.1** Electrical cords used by the subcontractor must be 3 conductors 14 AWG or greater, in good repair, and a third-wire ground maintained. All repairs of electrical cords shall be made per the ANSI/NFPA-NEC standards.
- 8.11.2** Portable GFCIs must be used when utilizing temporary or permanent power that has not been GFCI protected.

8.12 Welding/Hot Work

- 8.12.1** Compressed gas cylinders used or stored by the subcontractor must be kept upright and secured from falling. The caps should be in place and gauges disconnected when cylinders are not in use. Separate each type of gas by minimum of 20 feet while in storage.
- 8.12.2** The subcontractor will notify 3i's Supervisor whenever chemical solvents, flammable solvents, toxic, or carcinogenic materials are to be used. The subcontractor should be prepared to provide a copy of safety data sheets for 3i for such products. Storage requirements and personal protective requirements shall apply to such products.
- 8.12.3** The subcontractor shall notify 3i's Supervisor of any intended use or disturbance of asbestos-containing materials or other harmful materials or chemicals.
- 8.12.4** The subcontractor shall be responsible for instructing its own employees of any special hazards of job site requirements, such as lockouts, fire protection, evacuation/emergency procedures, and harmful chemicals/odors in the workplace.

8.13 Fall Protection

- 8.13.1** The subcontractor must comply with the requirements set forth in 1926 Subpart M.
- 8.13.2** Subcontractors must provide a competent person that knows where protection is required, how to select fall protection systems which are appropriate for given situations, the proper construction and installation of the safety system/systems selected, the proper supervision of employees, the implementation of safe work procedures, and the proper training in the selection, use, and maintenance of fall protection systems.
- 8.13.3** Subpart M applies to all employees with fall exposure greater than six (6) feet which is not specifically addressed in another subpart. 3i's Fall Protection Program requires 100% fall protection above six (6) feet.

8.14 Drugs & Alcohol

- 8.14.1** Illegal drugs, alcohol, or other dangerous substances shall not be allowed on the job site.

8.15 Barricading & Control of the Work Area

- 8.15.1** Any time work is done overhead, the subcontractor conducting such work shall erect a barricade. The barricade shall consist of caution or danger barricade tape and appropriate warning signs. All barricades shall be removed when not in use.
- 8.15.2** Any time a barricade is removed to facilitate work, alternate means of protecting the work area and other crafts must be in place before the barricade is removed.

8.16 Certifications

- 8.16.1** Under Federal and State requirements, certain tasks, such as operating a forklift, crane, or powder-actuated tool, require the operator to be certified by his/her employer.

8.17 Safety

- 8.17.1** Subcontractors are required to have weekly safety meetings for all their employees on the job site.
- 8.17.2** Subcontractors shall appoint an on-site safety representative (may be a foreman). Notification as to who the on-site safety representative is shall be provided to 3i's Supervisor before the subcontractor commences work on the job site. Subcontractor foremen shall be required to attend a safety meeting with 3i's Supervisor every week.
- 8.17.3** Copies of injury and incident investigation reports for all subcontractor injuries and illnesses on the job site shall be provided to 3i's Supervisor within 24 hours of the occurrence. Serious injuries or illnesses, and any injury to a member of the general public shall be reported to 3i's Supervisor immediately.
- 8.17.4** All subcontractors shall have a written Hazard Communication Program meeting Federal and State safety requirements as a minimum and comply with the requirements of that program. A copy of the program shall be made available on-site at all times when any subcontractor personnel are present.
- 8.17.5** Any chemical or hazardous material brought onto the site shall be in proper containers, labeled as to content, and accompanied by a safety data sheet (SDS). A copy of the SDS shall be given to 3i's job site Supervisor when material is initially brought onto the site. SDSs are available for review at the project office.
- 8.17.6** All equipment brought onto the job site shall, at a minimum, comply with Federal and State OSHA regulations and all equipment on the job site shall be used in accordance with Federal and State safety requirements, and the manufacturer's instructions and guidelines. Equipment shall not be altered in any way to adapt it for a job for which it is not intended.
- 8.17.7** 3i's Supervisor, Designated Site Safety Representative, and Safety and Construction Department will conduct periodic safety surveys of the job site. Any safety discrepancy observed will be reported to the appropriate subcontractor site safety representative for immediate correction. **3i's safety surveys in no way relieve subcontractors of their responsibility to self-inspect their work and equipment and to perform their work in a safe manner.**