

**Cranes and Lifting:** The contractor will submit a lift plan prepared by a competent person to the VA contact person for approval prior to the arrival of the hoist on site. Certification of lifting equipment will be current and available for inspection.

**Ladders and Scaffolding:** Contractors will supply their own ladders. Scaffolding will not be erected without prior approval from the VA contact person. Scaffolding will be erected and dismantled under the supervision of, and inspected by a competent person. Initial and periodic inspections will be documented and available for review.

**Worksite Safety Inspections:** The contractors' employer is responsible to provide a worksite free of recognized hazards. To this end, the general contractor will perform safety inspections of their worksites with the COTR on a daily basis. The VA contact person should be invited to observe these inspections.

**PPE:** Contractor employers will have a written OSHA compliant PPE program where PPE requirements are based on a written hazard assessment. Contractor employees will have been trained on the PPE they are required. Where respirators are required, the employer will have a compliant written respirator program and employees will be trained and fit tested per OSHA requirements.

**Asbestos:** Prior to the commencement of work, the VA contact person will survey construction areas for asbestos containing materials, and notify the contractor of the presence of asbestos in their worksite. Contractors will not disturb any material designate as asbestos or containing asbestos (with the exception of asbestos abatement projects). Contractor will show proof of asbestos awareness training in accordance with OSHA.

**Lead:** Prior to the commencement of work, the VA contact person will survey construction areas for lead containing materials, and notify the contractor of the presence of lead in their worksite. Contractors will not disturb any material designate as lead or containing lead (with the exception of lead abatement projects).

**Hazardous Material Spills:** The Connecticut DEP defines a spill as any quantity of hazardous material outside its container" Report ALL spills to the Safety Hotline at 7389 or VA Police at 4900.

**Waste and Housekeeping:** Construction areas will comply with OSHA housekeeping requirements and swept clean at the end of each work day. Waste and debris will be removed by the contractor and disposed of in accordance with environmental regulations. Contractors will not use VA dumpsters or other trash receptacles for their waste or construction debris.

#### **Green Environmental Management System:**

Contractors will evaluate environmental aspects and impacts from the project and comply with applicable EPA, CT-DEP and VACHS environmental programs:

- Clean Air Act (boilers, generators, ETO, HAP emission, and fuel burning equipment)
- Clean Water Act, Safe Drinking Water Act (waste water discharge, storm water protection, sediment & erosion control)
- Underground/ Aboveground Storage Tank
- National Environmental Policy Act (NEPA)
- Resource Conservation and Recovery Act (RCRA) (solid waste, hazardous waste, universal Waste, used oil recycling)
- Toxic Substances Control Act (TSCA, asbestos, lead, PCB, etc.)
- Energy Independence and Security Act (EISA)
- CT State and Local Requirements

**Solid Waste Management:** Contractors will evaluate the solid waste to be generated from the project. Reuse and/or recycle construction debris (e.g. wood, metal, plastic, masonry, used oil) as much as possible. Submit the recycling records to VA Safety Office.

**Hazardous Waste Management:** Contractor will evaluate any hazardous waste to be generated from the project. Comply with VACHS's hazardous waste management plan including universal waste. Recycle fluorescent lamps, bulbs, mercury-containing equipment, batteries, used computer and electronics. Submit the recycling records to VA Safety Office. All hazardous waste generated from your project shall be reviewed by VA Safety Office. Any hazardous waste shipment manifests must be approved and signed by a VA Safety Officer who has a current RCRA & DOT training.

**VACHS's GEMS Program emphasizes on Pollution Prevention, Resource Conservation, Waste Minimization, and Continual Improvement**

# **V. A. Connecticut Healthcare System**



## **Contractors' Safety Information**

Published by the VACHS  
Facilities Management Services Dept.,  
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System (GEMS) Program

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950 Campbell Avenue  
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**Introduction:** In this pamphlet, the term contractor refers to companies and their employees who perform work or provide services on the VA Connecticut Healthcare West Haven and Newington Campus, and the VACHS CBOCs. It provides only basic information. Contractors are expected to comply with all applicable local, state, and federal regulations and codes, as well as requirements in their contract with the VACHS. Contractors will have a written safety compliance program which addresses how they will comply with all applicable OSHA, EPA and CT-DEP requirements for the work they perform. Questions should be addressed to your

**VA contact person** listed here

NAME \_\_\_\_\_ EXT: \_\_\_\_\_

If you have urgent safety questions and your contact person is unavailable, call the safety office at ext. 7389.

**Fire:** (VA phones)

West Haven Campus — Dial 4444

Newington Campus — Dial 6222

In the event of an evacuation, contractors should have a pre-determined meeting spot away from buildings and out of the roadway. One person should be responsible to report if all are present.

**Medical Emergencies:** Contractors should have provisions to provide first aid or summons local medical emergency services (911) if needed. After 911 has been called, notify the VA police at ext. 4900 to inform them 911 has been called.

**Working in a Healthcare Environment:** Measures must be taken to isolate and secure the work zone from patients and visitors, limiting access to authorized personnel only. Tools and equipment must be under the direct control of the contractor.

## SAFETY INFORMATION &

## GEMS AWARENESS

### **Campus Rules:**

**Identification:** Contractors will report to Building 15 and sign in prior to reporting to their worksite daily, unless they have been issued an ID badge for extended projects. ID badges will be worn on the upper torso in plain sight at all times.

**Driving and Parking:** The speed limit on Campus is 15 mph and strictly enforced. Contractors will not park in lots reserved for staff, on the grass, or in any other no-parking area. Vehicles in fire lanes will be towed. Some long term projects may have special designated parking. All contractors will have a sign visible through the windshield indicating the Name of their employer and the specific location of their worksite. Note that **Citations issued on Federal Property are treated as a federal offense, and go before a federal judge.**

**Smoking:** There is no smoking within 50 feet of any building. Please use designated receptacles.

**Using Facilities:** Contractors assigned to worksites designated as construction zones will not travel through public and patient areas of the hospital, use hospital lavatories, passenger elevators, or canteen service.

**Prohibited Items:** Cameras, tape recorders, fire arms or other weapons, alcoholic beverages, non-regulated explosives or gasoline engines inside any building are prohibited.

**No chemicals or hazardous materials will be brought on site without prior approval of the MSDS.** Use environmental friendly or green products whenever you can. Submit all MSDS to your VA contact.

**OSHA Programs and Special Conditions:** OSHA requires employers to have compliant safety programs and trained employees. In addition, the VACHS requires that ALL contractors hold a U.S. DOL issued card certifying completion of the OSHA 10 or 30 hour outreach training for construction safety.

**Compressed Gas Cylinders:** When not in use, cylinders will be stored with the protective cap on, in an up-right position and physically secured. Valves and hoses will be leak checked before use.

**Trenching and Excavation:** All trenching and excavating will be done in compliance with OSHA requirements and under the supervision of a competent person. Barriers and silt dams will be in place before work begins.

**Confined Spaces:** All confined spaces on VACHS property are assumed to be permit required unless they become re-classified by written assessment. Contractors entering confined spaces shall have, and been trained in an OSHA compliant Permit Required Confined Space Entry Program. The VA contact person will provide a written hazard assessment of the space, but it is the obligation of the contractor to perform and document their own hazard assessment prior to entry. Contractors will provide their own entry and safety equipment, rescue, and notify their VA contact person whenever a confined space entry will be made.

**Hot Work:** Welding, cutting, brazing or work which produces heat or sparks or involves a flame requires a hot work permit for each shift the work is being performed. Notify your VA contact person if hot work is to be performed.

**Elevated Work:** Contractors performing work on elevated surfaces as defined by OSHA will have appropriate compliant fall protection, and will have proof of receiving fall protection training.

**Electrical Work:** Contractors will have and be trained in their own compliant Lockout Tagout program. Lockout tagout of equipment or electrical service by a contractor will be coordinated with the staff electricians and affected employees by the VA contact person who will facilitate a pre-planning meeting to ensure uniformity of process.

**Containment (Smoke, dust, noise, odors, etc):** Work zones will be so enclosed as to contain smoke, dust, noise, or odors, and preclude them from infiltrating other parts of the hospital. Methods to ensure compliance should include negative air pressure equipment where possible. Testing of the containment is required to demonstrate to the VA contact person that it is properly sealed prior to commencement of use. Poly used to seal off areas will be fire retardant.