SOU Environmental Health & Safety

Checklist of Preconstruction Requirements

Conference Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Time:\_\_\_\_\_\_\_\_\_\_\_\_Location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Name and Scope of Work:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Project Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work Order #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contractor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Completion date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contractor Foreman: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 24/7 Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SOU Project Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **ISSUE** | **CONTACT** |
| **GENERAL ISSUES** |
| 1 | Has a City of Ashland Storm Water Permit been obtained? Has erosion control plan been submitted? | Yes No | Jim McNamara 541-552-6888 |
| 2 | Will the project require an addition or modification to the storm water system? | Yes No | Jim McNamara 541-552-6888 |
| 3 | Will there be fossil fuel heating system added? If so, >1M Btu/hr? | Yes No | Drew Gilliland 541-552-6233 |
| 4 | Will there be any sources of air emissions (e.g. paint booth, printing press, combustion source, etc.)? | Yes No | Russell Deen 541-552-8624 |
| 5 | Will there be a discharge to the sanitary sewer system from other than domestic sources? | Yes No | Russell Deen 541-552-8624 |
| 6 | Will there be a new elevator with a hydraulic oil reservoir? | Yes No | Jim McNamara 541-552-6888 |
| 7 | Will the project impact any existing rodent burrows or other pest colonies: If so, what is your pest management plan? | Yes No | Zack Williams 541-552-6233 |
| **PROJECT HAZARDS & CONCERNS** |
| 8 | Has the project been evaluated for hazardous or universal waste by EHS? (lead paint, PCB ballasts, treated wood, chemicals, light tubes) | Yes No | Russell Deen 541-552-8624 |
| 9 | Has project been evaluated for Asbestos? | Yes No | Russell Deen 541-552-8624 |
| 10 | Does the project involve space currently or previously used as a laboratory? If yes, has lab deactivation form been completed and provided? | Yes No | Jim McNamara 541-552-6888 |
| 11 | Are there any existing hazards or anticipated problems? (I.e. mold, drains, code compliance)? | Yes No | Jim McNamara 541-552-6888 |
| 12 | Will an exterior chute be used? | Yes No | Russell Deen 541-552-8624 |
| 13 | Will there be excess noise created? | Yes No | Russell Deen 541-552-8624 |
| 14 | Will a confined space need to be accessed? | Yes No | Russell Deen 541-552-8624 |
| 15 | Will any confined spaces be created? | Yes No | Russell Deen 541-552-8624 |
| 16 | Will tunnel access be required? If yes has training been arranged? | Yes No | Keith Beed 541-552-8435 |
| 17 | Is lockout/tag out required? If yes has training been arranged? | Yes No | Russell Deen 541-552-8624 |
| 18 | Will the project create interior hazards to building occupants? If yes, an action plan is required. | Yes No | Russell Deen 541-552-8624 |
| 19 | Will the project create exterior hazards to building occupants? If yes an action plan is required. | Yes No | Russell Deen 541-552-8624 |

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| **ISSUE** | **CONTACT** |
| **PROJECT FIRE SAFETY CONCERNS** |
| 20 | Has a Fire/Life Safety Checklist been reviewed and submitted to EHS? | Yes No | Russell Deen 541-552-8624 |
| 21 | Will material delivery or parking create hazards? | Yes No | Jim McNamara 541-552-6888 |
| 22 | Will you store combustible, flammable, or hazardous materials? | Yes No | Russell Deen 541-552-8624 |
| 23 | Will any exits be blocked or restricted at any time? If yes, has an action plan been created? | Yes No | Russell Deen 541-552-8624 |
| 24 | Will welding or hot work be required? | Yes No | Russell Deen 541-552-8624 |
| 25 | Will there be a new emergency generator? | Yes No | Drew Gilliland 541-552-6233 |
| **PROJECT CHEMICALS & AIR CONTAMINATES** |
| 26 | Have MSDS’s been provided to SOU EHS for all products used on site? | Yes No | Russell Deen 541-552-8624 |
| 27 | Will noxious or obnoxious smelling products be used? If yes, has an action plan been created? | Yes No | Russell Deen 541-552-8624 |
| 28 | Will internal combustion engines be used? If yes, CO monitoring is required if in enclosed area. | Yes No | Russell Deen 541-552-8624 |
| 29 | Has the contractor been made aware of building air intake and return air locations? | Yes No | Keith Beed 541-552-8435 |
| 30 | Will excess dust be created? What is your control plan? | Yes No | Russell Deen 541-552-8624 |
| **PROJECT ACCESS** |
| 31 | Will the project area be fenced? If so, what type of fencing? | Yes No | Jim McNamara 541-552-6888 |
| 32 | Will a trailer be on site? | Yes No | Jim McNamara 541-552-6888 |
| 33 | Are any lock changes planned? | Yes No | Aaron Hettman 541-552-6882 |

No contaminants are to be introduced into the wastewater or storm drain systems. This includes rinsing equipment on paved surfaces or allowing reinstate off the immediate contruction area.

In the event of a hazardous material release to SOU property, Contractor is to stop work immediately and notify EHS at 541-552-6881 during business hours or 541-261-5330 after hours.

No hazardous or universal waste generated from the project is to be removed from SOU property nby the contractor without prior knowledge of the Environmental, Health and Safety department. Contract EHS at 541-552-6881.

Other issues or comments:

Acknowledgment of Attendance:

Contractor

 SOU Project Manager

 EHS Representative

CC: CPS Rev: June 23, 2015

 EHS

 Contractor

 SOU PM