

## DATA ITEM DESCRIPTION

Form Approved  
OMB No. 0704-0188

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## 1. TITLE

Environmental Health and Safety Plan (HSP)

## 2. IDENTIFICATION NUMBER

DI-ENVR-81375

## 3. DESCRIPTION / PURPOSE

3.1 The plan describes the contractor's procedures for ensuring health and safety standards.

3.2 The plan serves as the basis for validation of the health and safety standards to be implemented in accordance with 29 Combined Federal Regulation (CFR) 1910.120.

4. APPROVAL DATE  
(YYMMDD)

931216

## 5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)

F/AFCEE-ESK

## 6a. DTIC APPLICABLE

## 6b. GIDEP APPLICABLE

## 7. APPLICATION / INTERRELATIONSHIP

7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.

7.2 This DID is applicable when contractors are responsible for the development of procedures for health and safety requirements.

7.3 U.S. Environmental Protection Agency (EPA) Guidance for Conducting Remedial Investigations and Feasibility Studies Under Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) can be obtained from: U.S. EPA, Office of Emergency and Remedial Response, Washington DC 20460.

## 8. APPROVAL LIMITATION

## 9a. APPLICABLE FORMS

## 9b. AMSC NUMBER

F6974

## 10. PREPARATION INSTRUCTIONS

10.1 Reference documents. The applicable issue of the documents cited herein, including their approval dates and dates of any applicable amendments, notices and revision, shall be as specified in the contract.

10.2 Format. Contractor format acceptable.

10.3 Content. The HSP shall contain the following (additional information can be obtained from U.S. EPA Guidance for Conducting Remedial Investigations and Feasibility Studies Under CERCLA):

10.3.1 Background.

- a. Identification of site location.
- b. Summaries of site history.
- c. Conceptual site model.
- d. Planned activities.

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## 11. DISTRIBUTION

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

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## Block 10, Preparation Instructions (Continued)

10.3.2 Organization. The organization required to support the health and safety function shall include:

- a. Description of the program and project safety organization structure.
- b. Identification of safety program members.
- c. Description of responsibilities of the safety program members.
- d. Telephone number for each safety program member.

10.3.3 Site map. The plan shall include a site map to depict all details relevant to health and safety:

- a. Identify zones of exclusion.
- b. Identify work staging areas.
- c. Identify decontamination areas.
- d. Identify location of alarms.
- e. Identify emergency response equipment locations.
- f. Identify site entrances and exits.
- g. Identify evacuation routes.
- h. Location of telephones.

10.3.4 Hazardous analysis. Identification of potential health and safety risks for each task and operation including:

- a. Site contaminants and hazardous materials that are planned for on-site use.
- b. An appendix referencing material safety data sheets for each chemical hazard.

10.3.5 Site worker training. The plan shall include a statement of each worker's Occupational Safety and Health Administration (OSHA) training status under 29 CFR 1910-120.

- a. Identification of the time, location, and subject matter of site worker training sessions.
- b. A schedule for the pre-entry briefings held prior to initiating on-site activities.

10.3.6 Personnel protection. An identification of the personal protective equipment to be used by on-site employees for each protection level that shall be required including:

- a. Equipment testing procedures and frequency.
- b. Decontamination procedures and frequency.

10.3.7 Medical surveillance. Describe the medical surveillance program to be implemented to screen and monitor site personnel.

10.3.8 Monitoring. Identify the monitoring procedures to ensure the safety of site personnel and the public including:

- a. The frequency of, and methods to be used to monitor ambient air, site personnel, and environmental media.
- b. Instrumentation, calibration, and quality control practices.
- c. Action levels associated with each monitored parameter.
- d. Information to support the action level selected.

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Block 10, Preparation Instructions (Continued)

10.3.9 Site control. Identify the procedures for controlling access to restricted areas and preventing contamination of clean areas and site personnel including:

- a. Areas that require the use of personal protective equipment on a site map.
- b. The steps to be taken to ensure safe working conditions and communication among site personnel.
- c. Confined space entry procedures.

10.3.10 Emergency response. The safety practices, preparedness procedures, emergency telephone numbers and emergency response and follow-up for each site hazard identified in the HSP including:

- a. The response action appropriate to all potential emergencies, spills, or contaminant releases.
- b. Location and use of emergency response equipment, personnel, and services as well as the system for contacting response personnel in event of emergency.
- c. Identification of all regulatory agencies requiring notification of an emergency response including the system used for contacting regulatory authorities in the event of an emergency.
- d. Outline of the emergency response documentation requirements necessary in the event of an emergency.