

TITLE: Site Specific Safety Plan				
Project Number:		Date:		
Project Title:				

Site Specific Safety Plan Procedure Form

Updated 12.14.2023

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Procedure Intent:

This procedure will:

1. Help identify and document EHS (Environmental, Health, and Safety) issues and/or concerns in the project specifications/bidding process so that Subcontractors will be prepared to provide LeChase with a **Site-Specific Safety Plan**. The advantages are:

- a. Open communications between LeChase site representatives and Subcontractors regarding the potential safety hazards well in advance of job/task execution
- b. Subcontractor will be informed of LeChase's EHS expectations.
- c. Any associated costs for EHS compliance issues will be captured ahead.

Subcontractor Responsibilities:

Subcontractor Name:

Subcontractor shall comply with all current applicable laws and changes as they occur (including but not limited to legally binding codes, standards, and regulations regarding environmental, safety and/or health matters, whether federal, state, and/or local level). Subcontractor shall comply with all safety-related provisions of the subcontract, even if they are more stringent than the applicable laws. In the event of conflict between provision of applicable laws and/or other provisions of these Safety Responsibilities, the more stringent requirement, as determined by the Contractor, shall govern.

Subcontractor shall perform and execute the work of the subcontract while complying with the Safety Responsibilities and any special or additional requirements communicated by the Contractor. Subcontractor will be directly responsible for assuring communication, compliance, and accountability by all lower-tier subcontractors, suppliers, vendors, delivery personnel, and their employees.

Intended Output:

The Subcontractor will provide LeChase with a written Site-Specific Safety Plan using the attached **Site-Specific Safety Plan Form** that will document how the Subcontractor is going to specifically address any anticipated and/or recognized EHS hazards associated with their project/contract work. This is an important step in the communication process to promote open hazard communication between the service provider/Subcontractor and LeChase while minimizing EHS liabilities for all involved.

LeChase Life Saving Commitments Program:

LeChase has developed the Life Saving Commitments program which focuses on eliminating serious injury and death on the job site. This program identifies eight of the most prevalent high-hazard activities, or "commitments", encountered on LeChase projects. Sections pertaining to any of the eight commitments in the Site Specific Safety Plan are labeled with the corresponding Life Saving Commitment symbol and highlighted in orange.



#1: Stored



#2: Fall Protection



#3: Cranes & Rigging



#4: Confined



#5: Excavations



#6: Mobile Equipment



#7: Caught-in / Struck-by



#8: Drugs & Alcohol

A Site-Specific Safety Plan shall be completed and submitted for all field work performed.



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Site Specific Safety Plan Form

The LeChase project manager/requestor/etc. should assist the Subcontractor in completing this form.

Use the LeChase Subcontractor Safety Responsibilities Document as a reference and resource and consult, when needed, with the LeChase EHS Department.

All required signatures must be obtained by the Subcontractor and/or LeChase project manager/requestor/etc. prior to submittal. The completed form must be submitted to and reviewed by the LeChase EHS PRIOR to ANY work taking place.

NAME OF PROJECT/WORK:	DATE:	
PROJECT/WORK LOCATION:	PROJECT #:	
LECHASE PROJECT MANAGER:	PHONE:	
LECHASE SUPERINTENDENT:	PHONE:	
LECHASE FOREMAN:	PHONE:	
NAME OF SUBCONTRACTOR TO LECHASE:		
PREPARED BY:	PHONE:	
EMAIL:		
SUBCONTRACTOR SAFETY REP:	PHONE:	
EMAIL:		
NAME OF SUBCONTRACTOR TO SUBCONTRACTOR:		
PREPARED BY:	PHONE:	



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BRIEF SCOPE/ DESCRIPTION OF	PROJECT/WORK:
Logistics Plan: Describe where V locations.	erdi, Equipment, and Materials will be stored on site or attach a print showing
Emergency Evacuation Plan and	Location (to be determined by LeChase Site Supervision): Attach layout showing
emergency exits, muster points, a	
All	employees and associated subcontractor employees will calmly evacuate
at the	, and muster at the .
The lead person / foreman for	will take a head count and provide
results to LeChase managemen	t.





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SUBJECT	DEGUIDED
Subcontractor Requirements	REQUIRED

- All work shall utilize the Task Hazard Analysis (THA) process as a planning and mitigation tool prior to each separate work task and activity.
- Subcontractor shall appoint and submit in writing all "Competent or qualified persons" who are authorized to recognize and anticipate hazards. Foremen, supervisors, and superintendents must have OSHA 30-hour certification.
- Subcontractor shall submit to Contractor and appropriately post, emergency contact information for all applicable operations and safety personnel.
- All Subcontractor personnel must attend orientation to include: general safety hazards, site specific safety policies, PPE, injury reporting, emergency evacuation, preferred medical provider, fall protection, cranes and rigging, stored energy. All orientations must be documented.
- Per OSHA 1926, each subcontractor covered under the silica standard shall establish and implement a written silica exposure control plan.
- Each subcontractor shall have a qualified safety professional perform one documented safety assessment of their project scope monthly and provide documentation to Contractor.
- Vehicles are to be always operated and driven in a safe manner.
- Listening to music or the use of FM/AM, iPod, MP3, Bluetooth, or other receivers is always prohibited. Cell phones are strictly prohibited while performing trade / craft work or construction activities. Bluetooth headsets are prohibited unless used to perform a specific task or job.

Disciplinary Action REQUIRED

- Contractor reserves the right to remove any party or employee from the site at any time and for any reason.
- Subcontractor shall adhere to and enforce all requirements established by Contractor's Safety Disciplinary Actions and Imminent Dangers procedure. At the discretion of the Contractor management, serious or imminent danger violations may warrant immediate action, up to and including termination and/or removal from the project.
- Subcontractors that fail to meet safety performance standards as determined by Contractor, may be required to designate a full-time, on site, dedicated safety professional.
- "Horseplay", harassment, fighting, workplace violence, and other inappropriate behaviors are strictly prohibited.

Safety Equipment REQUIRED

- Where work could result in fall of equipment, material, or tools, measures will be taken to prevent the fall, reduce the distance, and/or ensure no one will be struck by accidental release. Exclusion zones with signage established below or around work areas or tethers used to tie-off to equipment to prevent fall of material.
- Subcontractor will inspect all hand tools and extension cords prior to their use. Tools and extension cords found to be defective are to be taken out of service immediately.
- All equipment and tolls shall be used per the manufacturer's recommendations and equipped with provided handles, applicable guards, automatic shut off, or any other safety options applicable to the equipment or tool. Subcontractor shall ensure that no power tools have a positive locking trigger and shall be equipped with a constant pressure trigger.
- In addition to OSHA 1926.304, all Subcontractor woodworking tools, and machinery meet other applicable requirements of the ANSI standard. On applications where injury to the operator might result if motors were to restart upon restoration of power. The Subcontractor must use effective means of preventing automatic restart providing documentation and demonstration to the Contractor.
- All power tools and cords are protected by an operable Ground Fault Circuit Interrupter (GFCI) plugged in at the power source or GFCI circuit breaker. Above 100V, all cord and plug sets shall be protected.





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SUBJECT	REQUIRED		
Subcontractor Requirements			
Incident / Injury / Property Damage / Near Miss			
Subcontractor shall notify Contractor within one (1) hour of any unsafe conditions / acts, near miss or incident involving injury or property damage to any person or property. Each Subcontractor shall investigate and document			

- Subcontractor shall notify Contractor within one (1) hour of any unsafe conditions / acts, near miss or incident involving injury or property damage to any person or property. Each Subcontractor shall investigate and document all such incidents and findings in an incident report. Incident report shall be submitted to Contractor within 24 hours of the incident.
- Subcontractor shall comply with Contractor and Owner, post incident and reasonable suspicion drug testing practices, programs, and policies, which may include pre-employment screening on a project / owner specific basis.
- Implement immediate corrective action to eliminate unsafe practices and conditions as they are observed or reported. Contractor reserves the option to abate the condition at the expense of the Subcontractor in cases where immediate "On the Spot" actions are not taken.
- Subcontractor shall implement an aggressive Return to Work and Modified Work policy and procedure. The procedure will include but not be limited to a) The use of a local preferred medical provider; b) Subcontractor approved work assignment for all injured parties who are provided a physician's restricted duty diagnosis; c) light duty work options for all employees as required.
- Subcontractor shall maintain all required and appropriate OSHA documentation related to injuries and illnesses on the site. Documents to be made available to Contractor upon request; to include accident/incident reports, photos, etc.

	REQUIRED		Specific & detailed information / description	
SUBJECT	YES	NO	required for all questions.	
PERSONAL PROTECTIVE EQUIPMENT Subcontractor shall provide Personal Protective employees as needed and required per policy	ive Equipment (PPE) to all			
☐ Hard Hat ☐ Z87 rated Safety Glasses ☐ Hi-Vis outer layer ☐ ☐			rk Boots minimum 4" sleeve are required. Work wear	
Will any special PPE be required?			List along with any required training documents:	
You must provide eye wash stations for your employees			Storage Locations:	
Will respirators be worn as part of your work?			 □ Workers clean shaven □ Fit Tested □ Provide training documents. □ Attach Appendix D for each employee 	
 Subcontractor will provide a copy of their documented respiratory protection program and be compliant with OSHA 1926.103. Signed Appendix D forms shall be made available to Contractor upon request. 				





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LIFE SAVING COMMITMENTS #1: STORED ENERGY					
SUBJECT		JIRED	Specific & detailed information / description		
SUBJECT	YES	NO	required for all questions.		
LOCKOUT / TAGOUT (LOTO):	N/A	A 🗆			
All permanent and temporary electrical panels are to be locked and labeled with controlled access when in complete cont of the Contractor. All de-energized electrical and power systems will be locked out in accordance with appropriate lock at tagging guidelines.					
Will LOTO be required?			If yes, attach company LOTO procedure / plan to manage.		
Competent person assigned for overseeing LOTO requirements.			Provide Competent Person(s) name, contact information and training verification.		
	RFQI	JIRED	Specific & detailed information / description		
SUBJECT	YES	NO	required for all questions.		
PIPE AND VESSEL PRESSURE TESTING:	N/A □				
Will any pipe/vessel pressure testing be required? **NOTE: Hydrostatic testing is LeChase's preferred testing medium.			All pressure testing will follow the LeChase pressure testing policy and be submitted 5 working days prior to test.		
What systems will need to be tested?					
SUBJECT	REQ	JIRED	Specific & detailed information / description		
000000	YES	NO	required for all questions.		
COMPRESSED GAS:	N/A	A 🗆			
Will cylinders be brought on site?			OSHA 1926.350 standard must be followed as it relates to transporting, moving, and storing compressed gas cylinders.		
Type and Quantity: ☐ Oxygen # ☐ A	Acetylene #	□ Nitro	gen # #		
Explain how and where you will maintain safe storage while on site.					





Will roof access be required?

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	REQUIRED		Specific & detailed information / description	
SUBJECT	YES	NO	required for all questions.	
LADDERS / SCAFFOLDING:	N/A	A \square		
Will ladders be required? (All Ladders - min 300 lb rating.)			Metal ladders must be approved by LeChase Superintendents.	
 Proper use of a step ladder (up to 12 feet) on a stable and level foundation and away from wall/window openings, mezzanines, or other fall hazards. 				
■ Proper use of an extension ladder (up to 24	feet) for move	ment between	levels (not as a working platform).	
 All job made ladders must be built in accord ladders may only be approved if all other a 			nd must be approved by LeChase EHS. These leemed infeasible.	
 Ladders and scaffolding shall be inspected found to be defective or unserviceable will 			competent person prior to use. Any equipment rvice and removed from the site.	
Will scaffolding be required? (Scaffold Tags and inspections are required per OSHA and LeChase policy.)			Provide Competent Person(s) name, contact information and training verification.	
List the type of scaffolding to be used:				
Note: Baker Scaffolds must have rails on aAll scaffolds are built and tagged in accorda	•			
	DEOL	IIDED		
SUBJECT	REQUIRED Specific & detailed information / description required for all questions.		Specific & detailed information / description required for all questions.	
FALL PROTECTION, LEADING EDGE WORK, ELEVATED SURFACES (no safety monitors):	120 110			
Fall protection is required at or above 6 fee	et and 100% p	rotection	OSHA 1926.501 will be followed	
A Fall Protection Rescue Plan must be developed and documented?			Documents must be submitted with this plan	
Fall Protection Systems to be used:	☐ Fall Harness ☐ Horizontal Lifeline ☐ Lanyards ☐ Retractable ☐ Leading Edge Retractable ☐ Guardrail system ☐ Other (describe)			
Competent/qualified persons identified to inspect equipment, identify hazards and	Provide Competent Person(s) name and contact information.			
appropriate anchor points must be on site.				
	REQI	UIRED	Specific & detailed information / description	
SUBJECT	YES	NO	required for all questions.	
ROOF WORK (no safety monitors):	N/A	A \square		
			How will this be accomplished?	
Will roof access be required?		П	☐ Stairs ☐ Stair Tower ☐ Ladder	



☐ Fixed Ladder must have LeChase approval



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SUBJECT			Specific & detailed information / description
3083201	YES	NO	required for all questions.
What is the plan for getting materials to the roof and stored to prevent "blow off".			
Are chemicals or flammable / combustible materials going on roof?			Reviewed by:
Describe the plan for transfer and storage of flammable / combustible materials, while on the roof.			



LIFE SAVING COMMITMENTS

#3: CRANES & RIGGING

OUD IFOT	REQUIRED		Specific & detailed information / description		
SUBJECT YES		NO	required for all questions.		
CRANES AND RIGGING:	N/A □				
Will crane operations be required? **NOTE: If yes, all crane plans will be reviewed by LeChase Safety Manager 1 week			Use LeChase crane planning forms.		
prior to the lift.			Attack and describe critical lift plan and activity		
Will any Critical Lifts take place? **Note: Refer to LeChase Safety Manual, Section 24 for definition			Attach and describe critical lift plan and activity.		
All rigging equipment will be inspected daily			Provide Competent Person(s) name, contact information and training verification.		
and prior to use					
 Subcontractor shall appoint a certified signal certification will be provided to Contractor. 	al person and c	qualified rigge	r prior to the lift. Documentation of qualification /		
 A pre-pick meting is required prior to commencement of crane usage, with all affected parties in attendance. 					

LIFE SAVING COMMITMENTS

#4: CONFINED SPACES

SUBJECT			Specific & detailed information / description
SUBJECT	YES	NO	required for all questions.
CONFINED SPACES:			All entries will follow the LeChase policy for permitting, analyzing, and activity
Will any confined space work be performed?			List activities:
Will any Confined Space Entry permits be required?			Provide Competent Person(s) name, contact information and training verification.





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LIFE SAVING COMMITMENTS

#5: EXCAVATIONS

SUBJECT	REQU	JIRED	Specific & detailed information / description
SUBJECT	YES	NO	required for all questions.
EXCAVATIONS (all soil type is C):			The LeChase excavation policy and permit will be followed for all excavations
Will equipment to be brought on site? Please specify type.			Describe Type of Equipment
Daily inspections will be required.	Provide Competent Person name, contact info and training verification.		
			Describe how the workers will be protected
Will any work activities involve excavations greater than four feet?			
What type of barricading will be installed?			



LIFE SAVING COMMITMENTS

#6: MOBILE EQUIPMENT

OUD IFOT	REQUIRED		Specific & detailed information / description	
SUBJECT	YES	NO	required for all questions.	
MOBILE EQUIPMENT / POWERED INDUSTRIAL FORK TRUCKS / LIFTS / BOOMS:	N/A □		All backup alarms must be working.	
What type of mobile equipment will be brought on site? It must be inspected daily.	☐ Forklift☐ Telehandler☐ Scissor Lifts☐ Other (Describe)			
Will you be using any special attachments? ex. jibs, manlifts, etc. Describe:			 The attachment must be rated to be used with the equipment its attached to. Any lifting attachment must have a positive locking mechanism that prevent accidental displacement or release. 	
All operators must be trained / certified for operations of equipment.			Attach verification of training (to be submitted prior to work).	
Spill kit / containment is required to contain 80% of equipment's capacity in the event of a leak or release			Location of Spill Kit:	





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SUBJECT	REQUIRED		Specific & detailed information / description	
SUBJECT	YES	NO	required for all questions.	
CAUGHT-IN / STRUCK-BY HAZARDS:				
Are employees familiar with pinching and crushing points?				
Are special precautions taken when working around belts, pulleys, chains, etc.?				
Are employees aware of the hazards associated with overhead loads and swing radius?				
Are all vehicles equipped with appropriate back-up alarms, horns and lights?				

SUBJECT	REQUIRED		Specific & detailed information / description	
	YES	NO	required for all questions.	
POWDER ACTUATED TOOLS:	N/A	A 🗆		
Will Powder Actuated Tools be used on the project?			Attach verification of training (to be submitted prior to work).	



In accordance with the Subcontractor Safety Responsibilities document, subcontractors must agree to adhere to the LeChase Drug and Alcohol policy. Drugs and alcohol are strictly forbidden from all LeChase jobsites.

- Possession of or working under the influence of alcohol or drugs is prohibited and subject to immediate dismissal.
- Firearms are always prohibited on site or in parking lots.





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Additional Focus Areas:

OUD ISOT	REQ	UIRED	Specific & detailed information / description	
SUBJECT	YES	NO	required for all questions.	
SIGNS, SIGNALS AND BARRICADES:	N/A □		Barricades will follow the LeChase Policy and not be entered without proper authorization.	
Will yellow or red barricade tape be used?				
Will perimeter barricades be used?				
Will any caution/danger signs be needed?				
Will there be traffic lane closures?			Attach Traffic Plan:	
Will flammable gas/liquid labels be needed? Will material labels be needed? GHS			☐ Chemical Storage Cages ☐ Fuel Tanks ☐ Other (Describe)	
	REC	UIRED	Charitie 9 detailed information / description	
SUBJECT	YES	NO	Specific & detailed information / description required for all questions.	
WORK PERMITS:	N/	/A □		
Will any service interruption permits be required? Management of Procedure (MOP) where a facility doesn't have a documented process.				
Will Hot Work (welding/cutting/grinding/soldering/electrical) permits be required?				
Will Energized Electrical permits be required?				
Will any lead/asbestos permits be required?			Who is responsible for acquiring?	
Will any Fire System Sprinkler/Alarm Out-of-Service Permits be required?				
SUBJECT		UIRED	Specific & detailed information / description	
	YES	NO NO	required for all questions.	
HOT WORK:	N/	/A 🗆		
Are hot work activities to be performed? (Any flame or spark producing task.) Briefly describe.				
Will any special PPE be required?				
Will fire blankets/protective shields/screens be required?				
Are fire watch personnel current with Fire Watch training?			Attach verification of training (to be submitted prior to work).	





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CUD IECT	REQUIRED		Specific & detailed information / description	
SUBJECT	YES	NO	required for all questions.	
CHEMICAL, BIOLOGICAL, MATERIAL PHYSICAL HAZARDS:	N/A	A 🗆		
Are all employees trained in Hazard Communication / GHS?				
Are all MSDS/SDS provided to LeChase and a copy easy to obtain at job site?				
Do employees working with chemicals have proper training?			Attach verification of training (to be submitted prior to work).	
Do employees working with OSHA regulated chemicals have proper training for job? (silica, asbestos, RCS's, etc.)			Attach verification of training (to be submitted prior to work).	
Does demo/abatement plans meet applicable standards?			Attach Plan:	
Storage and use must meet all LeChase, NFPA, Fed and State Regulations?				
	REQ	UIRED	Specific & detailed information / description	
SUBJECT	YES	NO	required for all questions.	
PAINTING, ADHESIVES, EXPOXIES:	N/A	A 🗆		
Is air monitoring required?			Must be calibrated within 30 days of use.	
Will exhaust fans or air scrubbers be needed for the process?			Attach plan:	
Describe the required layers of protection (Engineering, Administrative, PPE).	Describe:			
Will sealant be applied to this job? Please specify quantity and job type.				
Will this require off-hours application?				
0110 1505	REQ	UIRED	Specific & detailed information / description	
SUBJECT	YES	NO	required for all questions.	
FLAMMABLE GASES / LIQUIDS:	N/A	A 🗆	OSHA 1926.152 Flammable Liquids, will be followed.	
Will any flammable gases / liquids be used or stored?			☐ Gas ☐ Diesel ☐ Adhesive ☐ Propane ☐ Other (Describe):	
 All gasoline engines shall be shut off and a 	llowed to cool b	efore refueling	l.	
How will they be stored?	☐ Chemical S☐ Fuel Tanks☐ Other (Desc			
All storage must have secondary containment and spill kit on site.	Describe:			
All containers and storage must have GHS labeling.	Describe:			





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SUBJECT			Specific & detailed information / description	
SUBJECT	YES	NO	required for all questions.	
WASTE MANAGEMENT:	N/A	A 🗆		
Is there a plan for waste disposal in place?				
Are all characterization, containerization, segregation, storage and disposal requirements understood?				
Is there a plan for water/wastewater discharges in place? Describe or attach plan.				
Is an Erosion Control Plan in place?			Approved by:	
Is there a spill plan in place?			Spill kits will be on site.	
Is a special permit(s) needed? Please specify.			Attach copies.	
apoony.				
	REQUIRED		Specific & detailed information / description	
SUBJECT	YES	NO	required for all questions.	
EMERGENCY PREPAREDNESS:	N/A	A \square	Attach a site map showing detail	
Have designated smoking areas been identified and clearly marked?			"No Smoking" rules will be followed if in place for a site / project.	
Have fire alarms been identified?			(describe system)	
Have the appropriate number of fire extinguishers been identified? Inspections will be performed monthly.				
 Subcontractor shall supply fire extinguisher engines, fuel storage, and hot work. A min activities. 			including, but not limited to, combustible os ABC type and 20lbs ABC type for Hot Work	
• Fire protection equipment is not to be tamp	ered with or rer	moved from its	assigned location	
Have emergency phone numbers been identified and posted?			Attach to this plan:	
Have adequate security measures been identified?				
Have emergency exits been identified and marked?			Describe where posted:	
Has an emergency evacuation plan been developed?			Describe where posted:	





* indicates review and signature required

3rd Tier Subcontractor:

LeChase Superintendent

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SUBCONTRACTOR SITE SPECIFIC SAFETY PLAN APPROVALS

Subcontractor:

Safety Representative:

2nd Tier Subcontractor:

Safety Representative:

Safety Representative:				
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* LeChase PM		

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*	LeChase Safety:					
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