



Chapter 9660

Health and Safety Manual

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Health and Safety Manual

Background

Overview

This document was developed to provide Federal and State health and safety guidance for oil/Hazmat incidents in the Pacific Northwest. This guidance document also includes two Site Safety and Health Plan examples.

Purpose

The purpose of health and safety efforts conducted during an environmental emergency is to ensure the protection of the responders, cleanup crews and the public from the possible hazards. The guidance contained in this guidance document is intended to assist safety officers to establish, manage and operate a safe spill response to the report incident.

Health and Safety

Federal Health and Safety Guidance

Federal and state government employees, private industry employees, and other contract personnel involved in oil spill response activities must comply with all applicable worker health and safety laws and regulations. The Occupational Safety and Health (OSH) Act was enacted on December 29, 1970 and granted authority to the Secretary of Labor to promulgate, modify and revoke safety and health standards. The primary federal regulations for hazardous waste operations and emergency response are found in 29 CFR 1910.120. This regulation specifies the safety and health requirements for employees involved in cleanup operations at uncontrolled hazardous waste sites being cleaned up under government mandate and in certain hazardous waste treatment, storage and disposal operations conducted under the Resource Conservation and Recovery Act of 1976 (RCRA). The regulations apply to both emergency response and post-emergency response cleanup of hazardous substance spills. The definition of hazardous substance used in these regulations is much broader than CERCLA, encompassing all CERCLA hazardous substances, RCRA hazardous waste, and all DOT hazardous materials listed in 49 CFR 172. Thus, most oils and oil spill response are covered by these regulations.

The Occupational Safety and Health Administration (OSHA) classifies an area impacted by oil as an uncontrolled hazardous waste site. The role of the site

safety and health supervisor is to assess the site, determine the safety and health hazards present, and determine if Federal OSHA regulations apply. If an OSHA field compliance officer is on scene, he or she should be consulted to determine the applicability of OSHA regulations. Disputes should be referred to the Department of Labor representative on the RRT.

One of the key provisions of the OSH Act provided 50/50 funding to those states that developed their own state program, which is at least as effective as the federal program in providing safe and healthful employment. Two of the three states involved with this plan, Oregon and Washington, have developed state managed programs and are discussed below. Idaho does not have a state managed program and, therefore, all workers involved with oil spill response activities must comply with the federal regulations.

Washington State Health and Safety Guidance

The Washington State Industrial Safety and Health Administration (WISHA), a division of the Washington State Department of Labor and Industries (DLI), is responsible for assuring that employers are providing safe and healthful workplaces for their employees. This responsibility is carried out through enforcement of rules promulgated under authority granted in RCW 49.17. The primary standard for Hazardous Waste Operations and Emergency Response, WAC 296-62-300, became effective in November 1989. Under these regulations, DLI can evaluate the safety and health program, site characterization, site control, emergency response procedures and personal protective equipment requirements during oil spill cleanup operations. DLI may also provide technical assistance to the OSC and responsible party and conduct inspections of employers involved in spill response efforts. As always, many other and safety and health regulations outside of WAC 296-62-300 apply to WISHA jurisdiction employers.

Oregon State Health and Safety Guidance

OR-OSHA is a division of the Department of Consumer and Business Services and is primarily responsible for enforcing the health and safety regulations as they pertain to workers involved with an oil spill. The primary standard for Hazardous Waste Operations and Emergency Response, OAR 437-002-1910.120, came into effect in July of 1990.

Idaho State Health and Safety Guidance

Federal regulations specify minimum training levels for responders to hazardous materials incidents. The U.S. Occupational Safety and Health Administration (OSHA) enforces the requirements for federal and private workers (29 CFR 1910.120). State and local employees must follow the same regulations, but are overseen by the U.S. Environmental Protection Agency (40 CFR 311).

Safety Officer Advanced Planning

The incident Safety Officer (SO) will need personnel and equipment very quickly in the event of an incident. It would be beneficial, if possible, to have preset lists of resources, equipment and personnel for a large incident that could be pared

down for smaller incidents. This will allow the SO to get a request into the logistics section quickly while the SO begins to tackle the chaotic issues at the beginning of an incident. A go kit with information resources forms preprinted, or on a computer disk (laptop and personnel printer if available) and some safety and detection equipment would increase the response effectiveness of the SO. A good Site Safety and Health plan (see below) form that the SO is familiar with will be a good guide/checklist to cover the safety issues of an incident and quickly develop the site plan. This type of preplanning is critical to allow the SO to quickly respond to the needs of the personnel responding to an incident.

Site Safety and Health Plans

The following site safety and health plans can be used as a general guide to facilitate rapid development of site safety and health plans during spill response. They are NON-MANDATORY guidelines intended to support appropriate site-specific site planning. They were developed for response personnel involved in EMERGENCY and/or POST-EMERGENCY operations and may not provide sufficient detail for long-term remedial sites.

A generic site safety and health plan is provided for oil/chemical spill responses along with a PROPOSED ASTM STANDARD Site Safety and Health Plan for oil spill response. Both documents provide a set of attachments, which provide more detail for supervisory personnel. These attachments should be used as needed. The generic and proposed ASTM standard site safety plans are not intended to satisfy all requirements for written procedures. A site-specific site safety and health plan must be backed up by other documents which add more detailed information which may not necessarily be needed in the field (EXAMPLES: a site safety and health program, a respiratory protection program, or a medical monitoring program.)

Once the PROPOSED ASTM STANDARD is approved this will replace the generic Site Safety and Health Plan in this document.

ICS Compatible Site Safety and Health Plan

Purpose

The ICS Compatible Site Safety and Health Plan ICS form 208 is designed for safety and health personnel that use the Incident Command System (ICS). It is compatible with ICS and is intended to meet the requirements of the Hazardous Waste Operations and Emergency Response regulation (Title 29, Code of Federal Regulations, Part 1910.120). The plan avoids the duplication found between many other site safety plans and certain ICS forms. It is also in a format familiar to users of ICS. Although primarily designed for oil and chemical spills, the plan can be used for all hazard situations. The most up to date ICS Compatible Site Safety and Health Plan ICS form 208 can be found at the USCG Homeport internet site <http://homeport.uscg.mil/mycg/portal/ep/home.do>, click on library, click on Incident Command System ICS and click on [Coast Guard ICS Forms \(Individual\)](#).

Development

The ICS Compatible Site Safety and Health Plan was initiated at U.S. Coast Guard Headquarters, Office of Response [(Commandant (G-MOR-3))] in 1998. Several Coast Guard personnel were involved in the development and review of the plan. They are listed below.

- CDR Rick Muth (National Strike Force Coordination Center)
- LCDR Roger R. Laferriere (Commandant G-MOR-3, Office of Response)
- LCDR Tommey Meyers (Commandant G-WKS-2, Shore Safety & Environmental Health Division)
- LCDR Tim Deal (Commandant G-MOR-3, Office of Response)
- LCDR Scott Paradis, (Maintenance and Logistics Command (kse))
- LCDR Ed Parsons (Marine Safety Office Portland, OR)
- LCDR Merrie Austin (Marine Safety Unit Galveston, TX)
- LCDR Wayne Mackenzie (First District Safety and Environmental Health Officer)
- LT Steve Ober (Gulf Strike Team)
- LT Rob Campbell (Gulf Strike Team)
- LT Eric Doucette (Pacific Strike Team)
- LT Kathy Slawson (Fifth District Safety and Environmental Health Officer)
- LT Tom Glynn (Safety and Occupational Health Instructor, RTC Yorktown)
- LTJG Stacy Tyler (Pacific Strike Team)
- GM1 Tracy Taylor (National Strike Force Coordination Center)
- DC1 Pete Pritchard (Atlantic Strike Team)
- Mr. Nir Barnea, CIH for the National Oceanic Atmospheric Administration also assisted in the development and review of the plan.

The following industry representatives were involved in the review and refinement of the plan:

- Mr. Phil Glenn, President Clean Channel Association
- Mr. Michael Zustra, Director, Health and Safety, MPW Industrial Services Inc. CIH, MSPH
- Mr. J. Fritz Kin, Marathon Ashland Petroleum LLC, CSP, CET CHMM
- Dr. Fred Halvorsen, Halvorsen EHS Services, Ph.D., P.E., CIH
- Mr. John Weirz, Marine Spill Response Corporation
- Mr. Mike De Bettencourt, URS Grenier Woodward Clyde

Questions on the document should be addressed to the Coast Guard Office of Response at (202) 267-0448.

Emergency Safety and Response Plan (Form SSP-A)

Purpose

The Emergency Safety and Response Plan provides the Safety Officer and ICS personnel a plan for safeguarding personnel during the initial emergency phase of the response. It is only used during the emergency phase of the response, which is defined as a situation involving an uncontrolled release. It is also intended to meet the requirements of the Hazardous Waste Operations and Emergency Response (HAZWOPER) regulation, Title 29 Code of Federal Regulations Part 1910.120.

Preparation

The Safety Officer or his/her designated staff starts the Emergency Site Safety and Response Plan. They initially address the hazards common to all operations involved in the response (initial site characterization). Outside support organizations must be contacted to ensure the plan is consistent with other plans (local, state, other federal plans). Form SSP-G need not be completed if this form is used. When the operation proceeds into the post-emergency phase (site stabilized and cleanup operations begun) forms SSP-B and SSP-G should be used. For large incidents, the Emergency Site Safety and Response Plan complements the Incident Action Plan. For smaller incidents, the Emergency Site Safety and Response Plan complements ICS Form 201.

Distribution

The Emergency Safety and Response Plan completed by the Safety Officer is forwarded to the Planning Section Chief. Copies are made and attached to the Assignment List(s) (ICS Form 204). The Operations Section Chief, Directors, Supervisors or Leaders get a copy of the plan. They must ensure it is available on site for all personnel to review. The Safety Officer is responsible for ensuring that the Emergency Site Safety and Response Plan properly addresses the hazards of the operation. The Safety Officer accomplishes this through on site enforcement and feedback to the operational units.

Instructions

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Attachments	Enter attachments. Material Safety Data Sheets are mandatory under 1910.120. Safe Work Practices may also be attached.
5	Organization	List the personnel responsible for these positions. IC and Safety Officer are mandatory.
6	Physical Hazards & Protection	Check off the physical hazards at the site. Identify the major tasks involved in the response (skimming, lightering, overpacking, etc.). Check off the controls that would be used to safeguard workers from the physical hazards for each major task.

Instructions

Item #	Item Title	Instructions
7	Chemicals	List the chemicals involved in the response. Chemicals may be listed numerically. Check off the hazards, potential health effects, pathway of dispersion, and exposure route of the chemical. Numbers corresponding to the chemical may be entered into the check blocks to differentiate. Check off the PPE to be used. Identify the type of PPE selected (for example: gloves: butyl rubber).
8	Instruments	Indicate the instruments being used for monitoring. List the action levels adjacent to the instruments being used. Identify the chemicals being monitored (2). List the physical parameters of the chemicals. Use a separate form for additional chemicals monitored.
9	Decontamination	Check off the decontamination steps to be used. Numbers may be entered to indicate the preferred sequence. Identify any intervening steps necessary on the form or in a separate attachment.
10	Site Map	Draw a rough site map. Ensure all the information listed is identified on the map.
11	Potential Emergencies	Identify any potential emergencies that may occur. If none, so state. Check off the appropriate alarms that may be used. Identify emergency prevention and evacuation procedures in the space provided or on a separate attached sheet.
12	Communications	Indicate type of site communications (phone, radio). Indicate phone numbers or frequencies for the command, tactical and entry functions.
13	Site Security	Identify the personnel assigned. Identify security procedures in the space provided or on a separate attached sheet. Identify the equipment needed to support security operations.
14	Emergency Medical	Identify the personnel assigned. Identify emergency medical procedures in the space provided or on a separate attached sheet. Identify the equipment needed to support security operations.
15	Prepared by:	Enter the name and position of the person completing the worksheet.
16	Date/time briefed:	Enter the date/time the document was briefed to the appropriate workers and by whom.

Site Safety Plan (Form SSP-B)**Purpose**

The Site Safety Plan provides the Safety Officer and ICS personnel a plan for safeguarding personnel during the post-emergency phase of an incident. The post-emergency phase is when the situation is stabilized and cleanup operations have begun. SSP-B is intended to meet the requirements of the Hazardous Waste Operations and Emergency Response (HAZWOPER) regulation, Title 29 Code of Federal Regulations Part 1910.120.

Preparation

The Safety Officer or his/her designated staff starts the Site Safety Plan. They initially address the hazards common to all operations involved in the response (initial site characterization). The plan is then reproduced and as a minimum sent to ICS Group/Division Supervisors. They amend it according to unique job or on-scene hazards with support from the Safety Officer and/or his/her staff (detailed site characterization). The plan is continuously updated to address changing conditions. During the first hours of the response, where most response functions are in the emergency phase, the Safety Officer may choose to use the Emergency Safety and Response Plan (SSP-A) in place of the Site Safety Plan. For large incidents, SSP-B compliments the Incident Action Plan (IAP). For smaller incidents, SSP-B compliments ICS Form 201. The Safety Officer is encouraged to use the HAZWOPER Compliance Checklist (Form SSP-K) to ensure the IAP and the 201 address the requirements and all other pertinent ICS forms (203, 205, 206, etc.) are completed.

Distribution

The initial Site Safety Plan completed by the Safety Officer is forwarded to the Planning Section Chief. Copies are made and attached to the Assignment List(s) (ICS Form 204). The Operations Section Chief, Directors, Supervisors or Leaders get a copy and make on site amendments specific to their operation. They must also ensure it is available on site for all personnel to review. The Safety Officer provides personnel from his/her staff to assist in the detailed site characterization. The Safety Officer is responsible for ensuring that the Site Safety Plan for each assignment properly addresses the hazards of the assignment. The Safety Officer must ensure that the safety plans on site are consistent. The Safety Officer accomplishes this through on site enforcement and feedback to the operational units.

Instructions

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Group/Division Supv Strike Team/TF Leader	The Supervisor/Leader who receives this form will enter their name here.
6	Location & size of site	Enter the geographical location of the site and the approximate square area.
7	Site Accessibility	Check the block(s) if the site is accessible by land, water, air, etc.
8	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
9	Attachments	Enter attachments. Material Safety Data Sheets are mandatory under 1910.120. Safe Work Practices may also be attached.
10	Job/Task Activity	Enter Job/Task & Activities, list hazards, list potential injury and health effects, check exposure routes and identify controls. If more detail is needed for controls, provided attachments.

Instructions

Item #	Item Title	Instructions
11	Prepared by _____	Enter the name and position of the person completing the worksheet.
12	Briefed on _____ by _____	Enter the date/time the document was briefed to the appropriate workers and by whom.

Site Map for Site Safety Plan (SSP-C)**Purpose**

The Site Map for the Site Safety Plan is required by Title 29 Code of Federal Regulations Part 1910.120. It provides in 1 place a visual description of the site, which can help, ICS personnel locate hazards, identify evacuation routes and places of refuge.

Preparation

The Site Map for the Site Safety Plan can be completed by the Safety Officer, his/her staff or by ICS field personnel (Group Supervisors, Task Force/Strike Team Leaders) working at a site with unique and specific hazards. One or several maps may be developed, depending on the size of the incident and the uniqueness of the hazards. The key is to ensure that the workers using the map(s) can clearly identify the work zones, locations of hazards, evacuation routes and places of refuge.

Distribution

This form must be located with the Site Safety Plan (SSP-B). It therefore follows the same distribution route.

Instructions

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
6	Location & size of site	Enter the geographical location of the site and the approximate square area.
7	Site Accessibility	Check the block(s) if the site is accessible by land, water, air, etc.
8	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
9	Include	Ensure the map includes the listed items provided in this block.
10	Prepared by _____	Enter the name and position of the person completing the worksheet.
11	Briefed on _____ by _____	Enter the date/time the document was briefed to the appropriate workers and by whom.

Emergency Response Plan (ICS Form 208D)

Purpose

The Emergency Response Plan provides information on measures to be taken in the event of an emergency. It is used in conjunction with the Site Safety Plan (Form SSP-B). It is also required by Title 29 Code of Federal Regulations Part 1910.120.

Preparation

The Safety Officer, his/her staff member or the Site Supervisor/Leader prepares the Emergency Response Plan. A copy of the Medical Plan (ICS Form 206) must always be attached to this form.

Distribution

This form must be located with Site Safety Plan (SSP-B). It therefore follows the same distribution route.

Instructions

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
6	Location & size of site	Enter the geographical location of the site and the approximate square area.
7	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
8	Attachments	Enter attachments. ICS Form 206 must be included.
9	Emergency Alarm	Enter a description of the sound of the emergency alarm and its location.
10	Backup Alarm	Enter a description of the sound of the emergency alarm and its location.
11	Emergency Hand Signals	Enter the emergency hand signals to be used.
12	Emergency Personal Protective Equipment Required	Enter the emergency personal protective equipment that may be needed in the event of an emergency.
13	Emergency Notification Procedures	Enter the procedures for notifying the appropriate personnel and organizations in the event of an emergency.
14	Places of Refuge	Enter by name the place of refuge personnel can go to in the event of an emergency.
15	Emergency Decon & Evacuation Steps	Enter emergency decontamination steps and evacuation procedures.
16	Site Security Measures	Enter site security measures needed for emergencies.
17	Prepared by	Enter the name and position of the person completing the worksheet.
18	Briefed on _____ by	Enter the date/time the document was briefed to the appropriate workers and by whom.

Daily Air Monitoring Log (Form SSP-E)

Purpose

The Daily Air Monitoring Log provides documentation of air monitoring conducted during a spill. The log is a supplement to the Site Safety Plan (SSP-B). It is only required when performing air monitoring operations. The information used from the log can help update the Site Safety Plan.

Preparation

Persons conducting monitoring complete the Daily Air Monitoring Log. Normally these are air-monitoring units under the Site Safety Officer. If there is a decision not to monitor during a spill, the reasons must be stated clearly in the Site Safety Plan (SSP-B).

Distribution

The Daily Air Monitoring Log when completed is copied and forwarded to the Site Safety Officer who must review and sign the form. The original form must be available on site, readily available and briefed to all impacted ICS personnel.

Instructions

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Location & size of site	Enter the geographical location of the site and the approximate square area.
6	Hazards of Concern	Enter the hazards being monitored.
7	Action Levels	Enter the action levels/readings for the monitoring teams.
8	Weather	Enter weather information. Ensure units of measure are listed.
9	Air Monitoring Data	Enter the instrument type and number, persons monitoring, results with appropriate units, location of reading, time of reading and interferences and comments.
10	Safety Officer Review	The Safety Officer must review and sign the form.

Personal Protective Equipment (SSP-F)

Purpose

The Personal Protective Equipment form is a list of personal protective equipment to be used in operations. The listing of personal protective equipment is required by Title 29 Code of Federal Regulations Part 1910.120.

Preparation

The Personal Protective Equipment form is completed by the Site Safety Officer, or his/her staff. Personal protective equipment common to all ICS Operations

personnel is addressed first. Jobs with unique personal protective equipment requirements (fall protection) are addressed next. When the form is delivered on site, the ICS Director, Supervisor, or Leader may amend the list to ensure personnel are adequately protected from job hazards. It must be completed prior to the onset of any operations, unless addressed elsewhere by Standard Operating Procedures.

Distribution

This form must be located with Site Safety Plan (SSP-B). It therefore follows the same distribution route.

Instructions

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
6	Location & size of site	Enter the geographical location of the site and the approximate square area.
7	Hazard(s) Addressed:	Enter the hazards that need to be safeguarded.
8	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
9	Equipment	List the equipment needed to address the hazards. If pre-designed Safe Work Practices are used, indicate here and attach to form.
10	References consulted	List the references used in making the selection for PPE.
11	Inspection Procedures	Enter the procedures for inspecting the Personal Protective Equipment prior to donning. If pre-designed Safe Work Practices are used, indicate here and attach to form.
12	Donning Procedures	Enter the procedures for putting on the PPE. If pre-designed Safe Work Practices are used, indicate here and attach to form.
13	Doffing Procedures	Enter the information for removing the PPE. If pre-designed Safe Work Practices are used, indicate here and attach to form.
14	Limitations and Precautions	List the limitations and precautions when using PPE. Include the maximum time to be inside the PPE, Heat Stress concerns, psychomotor skill detraction and other factors.
15	Prepared by	Enter the name and position of the person completing the worksheet.
16	Briefed on _____ by	Enter the date/time the document was briefed to the appropriate workers and by whom.

Decontamination

Purpose

The Decontamination form provides information on how workers can avoid contamination and how to get decontaminated. It is a supplemental form to the Site Safety Plan.

Preparation

The Decontamination Form can be completed by the Site Safety Officer, a member of his/her staff or by the Group/Division Supervisor, Task Force/Strike Team Leader on the site

Distribution

This form must be located with Site Safety Plan (SSP-B). It therefore follows the same distribution route.

Instructions

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
6	Location & size of site	Enter the geographical location of the site and the approximate square area.
7	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
8	Hazard(s) Addressed:	Enter the hazards that need to be safeguarded.
9	Equipment	Enter the decontamination equipment needed for the site. If pre-designed Safe Work Practices are used, indicate here and attach to this form.
10	References consulted	List the references used in making the selection for PPE.
11	Contamination Avoidance Practices	Enter procedures for personnel to avoid contamination. If pre-designed Safe Work Practices are used, indicate here and attach to form.
12	Decon Diagram	Draw a diagram for the decontamination operation. If pre-designed Safe Work Practices are used, indicate here and attach to form.
13	Decon Steps	List the decontamination steps.
14	Prepared by	Enter the name and position of the person completing the worksheet.
15	Briefed on _____ by	Enter the date/time the document was briefed to the appropriate workers and by whom.

Site Safety Enforcement Log (SSP-H)

Purpose

The Site Safety Plan Enforcement Log is used to help enforce safety during an incident.

Preparation

The Safety Officer and/or his/her staff complete the Site Safety Plan Enforcement Log. The log is completed as Safety personnel are on scene reviewing the site. It should be completed at a minimum once per day. The number of enforcement logs to be completed depends on the size of the incident. Enough should be completed to ensure that site safety is being adequately enforced.

Distribution

The Site Safety Plan enforcement log when completed is delivered to the Safety Officer. The Safety Officer can use the form to amend the Site Safety Plan (SSP-A or B).

Instructions

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact
5	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
6	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
7	Attachments	List any attached supporting documentation.
8	Job/Task Activity	Enter only those Job Task/activities for which a deficiency is noted.
	Hazards	Enter the hazard not being sufficiently addressed.
	Deficiency	Enter the deficiency.
	Action Taken	Enter the corrective action taken to address the deficiency.
	Safety Plan Amended?	Enter whether the on site safety plan was amended.
	Signature of Supervisor/Leader	Ensure the Supervisor/Leader signs the form to acknowledge the deficiency.
9	Prepared by	Enter the name and position of the person completing the worksheet.
10	Briefed on _____ by	Enter the date/time the document was briefed to the appropriate workers and by whom.

Worker Acknowledgement Form (SSP-I)

Purpose

The Worker Acknowledgement form is used to document workers who have received safety briefings.

Preparation

Those personnel responsible for conducting safety briefings complete this form initially. Once the briefings are completed, workers who were briefed print their name, sign, date and indicate the time of the briefing.

Distribution

This form is returned to the Safety Officer or designated representative at the end of each operational period.

Instructions

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Site Location	Indicate the location where the briefings are held.
3	Attachments	Indicate any attachments used as part of the briefings.
4	Type of briefing	Check the block next to the type of briefing.
5	Presented by	Enter the name of the person conducting the briefing.
6	Date	Enter the date of the briefing.
7	Time	Enter the time of the briefing.
8	Worker Name	Workers receiving the briefing print their name, sign, date and enter the time they acknowledge the briefing.

Emergency Safety and Response Plan Compliance Checklist (SSP-J)

Purpose

The Emergency Safety and Response Plan 1910.120 Compliance Checklist is to ensure that incident response operations are in compliance with Title 29, Code of Federal Regulations Part 1910.120, Hazardous Waste Operations and Emergency Response. It also identifies how form SSP-J can be used to satisfy the HAZWOPER requirements. This checklist is an optional form.

Preparation

The Emergency Safety and Response Plan 1910.120 Compliance Checklist is to ensure that incident response operations are in compliance with Title 29, Code of Federal Regulations Part 1910.120, Hazardous Waste Operations and Emergency Response. It also identifies how form SSP-J can be used to satisfy the HAZWOPER requirements. This checklist is an optional form.

Distribution

The Safety Officer should maintain The Emergency Safety and Response Plan (ERP) 1910.120 Compliance Checklist.

Instructions

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
5	Location of Site	Enter the site location.
	Cites	These are the regulatory cites within 1910.120. The major headings are highlighted in bold. Informational cites or cites that are duplicative are not included.
	Requirement	This lists the requirement in a question format. Some require documentation or some form of action.
	ICS Form	Lists those requirements covered by SSP-A.
	Check Block	Enter the check if the site satisfies the requirement.
	Comments	This provides additional information on the requirement. The user may also enter comments.
6	Prepared by	Enter the name and position of the person completing the worksheet.

HAZWOPER 1910.120 Compliance Checklist**Purpose**

The HAZWOPER 1910.120 Compliance Checklist is to ensure that incident response operations are in compliance with Title 29, Code of Federal Regulations Part 1910.120, Hazardous Waste Operations and Emergency Response. It also identifies how other ICS forms can be used to satisfy the HAZWOPER requirements. This is an optional form.

Preparation

The HAZWOPER 1910.120 Compliance Checklist is completed by the Safety Officer or his/her staff as frequently as necessary whenever the Safety Officer wants to ensure regulatory compliance. It is best used in conjunction with the Site Safety Plan Enforcement Log (SSP-H). The Site Safety Plan Forms (A-G) best meet some of the requirements. The Incident Action Plan is suited to address other requirements, and the Safety Officer should ensure the IAP addresses them. Other requirements are performance based and are best evaluated on scene by the Safety Officer or his/her staff.

Distribution

The HAZWOPER 1910.120 Compliance Checklist should be maintained by the Safety Officer.

Instructions

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
5	Location of Site	Enter the site location.
	Cites	These are the regulatory cites within 1910.120. The major headings are highlighted in bold. Informational cites or cites that are duplicative are not included.
	Requirement	This lists the requirement in a question format. Some require documentation or some form of action.
	ICS Form	Lists those ICS Forms that cover the requirement. IAP designations means it should be covered in IAP, it does not guarantee it is covered. The Safety Officer must ensure this.
	Check Block	Enter the check if the site satisfies the requirement.
	Comments	This provides information on where else the requirement may be met. The user may also enter comments.
6	Prepared by	Enter the name and position of the person completing the worksheet.

HAZWOPER 1910.120 Drum Compliance Checklist (SSP-L)**Purpose**

The HAZWOPER 1910.120 Drum Compliance Checklist is to ensure that incident response operations are in compliance with Title 29, Code of Federal Regulations Part 1910.120, Hazardous Waste Operations and Emergency Response whenever drums are encountered during an incident. This is an optional form.

Preparation

The HAZWOPER 1910.120 Drum Compliance Checklist is completed by the Safety Officer or his/her staff as frequently as necessary whenever the Safety Officer wants to ensure regulatory compliance. It is best used in conjunction with the Site Safety Plan Enforcement Log (SSP-H). The Site Safety Plan Forms (A-G) best meet some of the requirements. Other requirements are performance based and are best evaluated on scene by the Safety Officer or his/her staff.

Distribution

The HAZWOPER 1910.120 Drum Compliance Checklist should be maintained by the Safety Officer.

Instructions

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
6	Location & size of site	Enter the geographical location of the site and the approximate square area.
7	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
8	Note	<u>Tanks and vaults</u> should also be treated in the same manner as described in the checklist (1910.120((j)(9))).
9	Cites	These are the regulatory cites within 1910.120. The major headings are highlighted in bold. Informational cites or cites that are duplicative are not included.
	Requirement	This lists the requirement in a question format. Some require documentation or some form of action.
	Check Block	Enter the check if the site satisfies the requirement.
	Comments	This provides information on where else the requirement may be met. The user may also enter comments.
10	Prepared by	Enter the name and position of the person completing the worksheet.

Site Safety Plan Attachments (SSP-ATTACH 1-#)**Purpose**

The Site Safety Plan attachments provide ready-made safe work practices for the Safety Officer and ICS personnel. They are optional documents designed to assist the Safety Officer in communicating and enforcing control of safety hazards. They were derived from the U.S. Coast Guard's National Strike Force's Guide for Developing Oil Spill Site Safety Plans (NSFCCINST M16465.2).

Preparation

The SSP-Attachments require little to no preparation. Some of them have blank sections (due to information changing) that are required to be filled by the Safety Officer or his/her staff. The Safety Officer is encouraged to use the format presented by the attachments for developing his/her own additional safe work practices.

Distribution

These forms must be located with Site Safety Plan (SSP-A). They therefore follow the same distribution route.

Site Safety and Health Plan ICS-208-CG (rev 9/06)

Incident Name: _____

Date/Time Prepared: _____ **Operational Period:** _____

Purpose. The ICS Compatible Site Safety and Health Plan is designed for safety and health personnel that use the Incident Command System (ICS). It is compatible with ICS and is intended to meet the requirements of the Hazardous Waste Operations and Emergency Response regulation (Title 29, Code of Federal Regulations, Part 1910.120). The plan avoids the duplication found between many other site safety plans and certain ICS forms. It is also in a format familiar to users of ICS. Although primarily designed for oil and chemical spills, the plan can be used for all hazard situations.

Questions on the document should be addressed to the Coast Guard Office of Incident Management and Preparedness (G-RPP).

Table of Forms

FORM NAME	FORM #	USE	REQUIRED	OPTIONAL	ATTACHED
Emergency Safety and Response Plan	A	Emergency response phase (uncontrolled)	X		
Site Safety Plan	B	Post-emergency phase (stabilized, cleanup)	X		
Site Map	C	Post-emergency phase map of site and hazards	X		
Emergency Response Plan	D	Part of Form B, to address emergencies	X		
Exposure Monitoring Plan	E	Exposure monitoring Plan to monitor exposure	X		
Air Monitoring Log	E-1	To log air monitoring data	X*		
Personal Protective Equipment	F	To document PPE equipment and procedures	X*		
Decontamination	G	To document decon equipment and procedures	X*		
Site Safety Enforcement Log	H	To use in enforcing safety on site		X	
Worker Acknowledgement Form	I	To document workers receiving briefings		X	
Form A Compliance Checklist	J	To assist in ensuring HAZWOPER compliance		X	
Form B Compliance Checklist	K	To assist in ensuring HAZWOPER compliance		X	
Drum Compliance Checklist	L	To assist in ensuring HAZWOPER compliance		X	
Other:					

* Required only if function or equipment is used during a response

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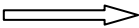
61-096

EMERGENCY SAFETY and RESPONSE PLAN		1. Incident Name			2. Date/Time Prepared			3. Operational Period		4. Attachments: Attach MSDS for each Chemical:									
5. <u>Organization</u> IC/UC:		Safety:			Entry Team:			Backup Team:		Decon Team:									
		Div/Group Supv:																	
6.a. <u>Physical Hazards and Protection</u>		6.b. Confined Space <input type="checkbox"/> Noise <input type="checkbox"/> Heat Stress <input type="checkbox"/> Cold Stress <input type="checkbox"/> Electrical <input type="checkbox"/> Animal/Plant/Insect <input type="checkbox"/> Ergonomic <input type="checkbox"/> Ionizing Rad <input type="checkbox"/> Slips/Trips/Falls <input type="checkbox"/> Struck by <input type="checkbox"/> Water <input type="checkbox"/> Violence <input type="checkbox"/> Excavation <input type="checkbox"/> Biomedical waste and/or needles <input type="checkbox"/> Fatigue <input type="checkbox"/> Other (specify)																	
6.c. Tasks & Controls		6d. Entry Permit	6.e. Ventilate	6f. Hearing Protection	6g. Shoes (type)	6.h. Hard Hats	6i. Clothing (cold wx)	6j. Life Jacket	6l. Work/Rest (hrs)	6.m. Fluids (amt/time)	6.n. Signs & Barricade	6.p. Fall Protect	6.q. Post Guards	6.r. Flash Protect	6.s. Work Gloves	6.t. Other			
7.a. Agent		7.b. Hazards			7.c. Target Organs			7.d. Exposure Routes		7.f. PPE		7.g. Type of PPE							
		Explosive <input type="checkbox"/> Flammable <input type="checkbox"/> Reactive <input type="checkbox"/> Biomedical <input type="checkbox"/> Toxic <input type="checkbox"/>			Radioactive <input type="checkbox"/> Carcinogen <input type="checkbox"/> Oxidizer <input type="checkbox"/> Corrosive <input type="checkbox"/> Specify Other: <input type="checkbox"/>			Eyes <input type="checkbox"/> Nose <input type="checkbox"/> Skin <input type="checkbox"/> Ears <input type="checkbox"/> Central Nervous System <input type="checkbox"/> Respiratory <input type="checkbox"/> Throat <input type="checkbox"/> Lungs <input type="checkbox"/> Heart <input type="checkbox"/> Liver <input type="checkbox"/> Kidney <input type="checkbox"/> Blood <input type="checkbox"/> Lungs <input type="checkbox"/> Circulatory <input type="checkbox"/> Gastrointestinal <input type="checkbox"/> Bone <input type="checkbox"/> Other Specify: <input type="checkbox"/>			Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>		Face Shield <input type="checkbox"/> Eyes <input type="checkbox"/> Gloves <input type="checkbox"/> Inner Suit <input type="checkbox"/> Splash Suit <input type="checkbox"/> Level A Suit <input type="checkbox"/> SCBA <input type="checkbox"/> APR <input type="checkbox"/> SAR <input type="checkbox"/> Cartridges <input type="checkbox"/> Fire Resistance <input type="checkbox"/>						
8. Instruments:		8.a. Action Levels	8.b. Chemical Name(s):	8.c. LEL/UEL %	8.d. Odor Thresh Ppm	8.e. Ceiling/IDLH	8.f. STEL/TLV	8.g. Flash Pt/ Ignition Pt (F or C)	8.h. Vapor Pressure (mm)	8.i. Vapor Density	8.j. Specific Gravity	8.l. Boiling Pt F or C							
O2 <input type="checkbox"/>																			
CGI <input type="checkbox"/>																			
Radiation <input type="checkbox"/>																			
Total HCs <input type="checkbox"/>																			
Colorimetric <input type="checkbox"/>																			
Thermal <input type="checkbox"/>																			
Other <input type="checkbox"/>																			

EMERGENCY SAFETY and RESPONSE PLAN (Cont)	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Attachments: Attach MSDS for each Chemical
9. <u>Decontamination</u> : Instrument Drop Off <input type="checkbox"/> Outer Boots/Glove Removal <input type="checkbox"/> Suit/Gloves/Boot Disposal <input type="checkbox"/>	Suit Wash <input type="checkbox"/> Decon Agent: Water <input type="checkbox"/> Other <input type="checkbox"/> Specify:	Bottle Exchange <input type="checkbox"/> Outer Suit Removal <input type="checkbox"/> Inner Suit Removal <input type="checkbox"/> SCBA/Mask Removal <input type="checkbox"/>	SCBA/Mask Rinse <input type="checkbox"/> Inner Glove Removal <input type="checkbox"/> Work Clothes Removal <input type="checkbox"/> Body Shower <input type="checkbox"/>	Intervening Steps <input type="checkbox"/> Specify:
10. <u>Site Map</u> . Include: Work Zones, Locations of Hazards, Security Perimeter, Places of Refuge, Decontamination Line, Evacuation Routes, Assembly Point, Direction of North <input type="checkbox"/> Attached, <input type="checkbox"/> Drawn Below:				
11.a. <u>Potential Emergencies</u> : Fire <input type="checkbox"/> Explosion <input type="checkbox"/> Other <input type="checkbox"/>	11.b. <u>Evacuation Alarms</u> : Horn <input type="checkbox"/> # Blasts <input type="checkbox"/> Bells <input type="checkbox"/> #Rings <input type="checkbox"/> Radio Code <input type="checkbox"/> Other:	11.c. <u>Emergency Prevention and Evacuation Procedures</u> : Safe Distance:		
12. a. <u>Communications</u> : Radio <input type="checkbox"/> Phone <input type="checkbox"/> Other <input type="checkbox"/>	12.b. Command #:	12.c. Tactical #:	12.d. Entry #:	
13.a. <u>Site Security</u> : Personnel Assigned	13.b. Procedures:		13.c. Equipment:	
14.a. <u>Emergency Medical</u> : Personnel Assigned	14.b. Procedures:		14.c. Equipment:	
15. <u>Prepared by</u> :	16. <u>Date/Time Briefed</u> :		ICS-208-CG SSP-A Page 2. (rev 9/06): Page ____ of ____	

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CG ICS SITE SAFETY PLAN (SSP) HAZARD ID/EVAL/CONTROL	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. Site Accessibility Land <input type="checkbox"/> Water <input type="checkbox"/> Air <input type="checkbox"/> Comments:	8. For Emergencies Contact:	9. Attachments: Attach MSDS for each Chemical
10.a. Job Task/Activity	10.b. Hazards* 	10.c. Potential Injury & Health Effects	10.d. Exposure Routes	10.e. Controls: Engineering, Administrative, PPE
			Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	
			Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	
			Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	
			Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	
			Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	
11. Prepared By:	12. Date/Time Briefed:	* HAZARD LIST: Physical/Safety, Toxic, Explosion/Fire, Oxygen Deficiency, Ionizing Radiation, Biological, Biomedical, Electrical, Heat Stress, Cold Stress, Ergonomic, Noise, Cancer, Dermatitis, Drowning, Fatigue, Vehicle, & Diving		ICS-208-CG SSP-B (rev 9/06): Page ____ of ____

CG ICS SSP: SITE MAP	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. Site Accessibility Land <input type="checkbox"/> Water <input type="checkbox"/> Air <input type="checkbox"/> Comments:	8. For Emergencies Contact:	9. <u>Include</u> : - Work Zones - Security Perimeter - Decontamination Line - Locations of Hazards - Places of Refuge - Evacuation Routes
10. Sketch of Site: <input type="checkbox"/> Attached. <input type="checkbox"/> Drawn Here				
11. Prepared By:	12. Date/Time Briefed:	HAZARD LIST: Physical/Safety, Toxic, Explosion/Fire, Oxygen Deficiency, Ionizing Radiation, Biological, Biomedical, Electrical, Heat Stress, Cold Stress, Ergonomic, Noise, Cancer, Dermatitis, Drowning, Fatigue, Vehicle, & Diving		ICS-208-CG SSP-C (rev 9/06): Page ____ of ____

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CG ICS SSP: EMERGENCY RESPONSE PLAN	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)	
5. Supervisor/Leader	6. Location and Size of Site	7. For Emergencies Contact:		8. Attachments: INCLUDE ICS FORM 206 and EMT Medical Response Procedures	
9. Emergency Alarm (sound and location)	10. Backup Alarm (sound and location)	11. Emergency Hand Signals	12. Emergency Personal Protective Equipment Required:		
13. Emergency Notification Procedures		14. Places of Refuge (also see site map form 208B)	15. Emergency Decon and Evacuation Steps	16. Site Security Measures	
17. Prepared By:	18. Date/Time Briefed:	HAZARD LIST: Physical/Safety, Toxic, Explosion/Fire, Oxygen Deficiency, Ionizing Radiation, Biological, Biomedical, Electrical, Heat Stress, Cold Stress, Ergonomic, Noise, Cancer, Dermatitis, Drowning, Fatigue, Vehicle, & Diving		ICS-208-CG SSP-D (rev 9/06) Page _____ of _____	

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CG ICS SSP: Exposure Monitoring Plan		1. Incident Name		2. Date/Time Prepared:	3. Operational Period:		4. Safety Officer (Method of Contact):		
5. Specific Task/Operation	6. Survey Location	7. Survey Date/Time	8. Monitoring Methodology	9. Direct-Reading Instrument	10. Air Sampling	11. Hazard(s) to Monitor	12. Monitoring Duration	13. Reasons to Monitor	14. Laboratory Support for Analysis
			<input type="checkbox"/> Personal Breathing Zone <input type="checkbox"/> Area Air Monitoring <input type="checkbox"/> Dermal Exposure Monitoring <input type="checkbox"/> Biological Monitoring: <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Other <input type="checkbox"/> Obtain bulk samples <input type="checkbox"/> Other:	<u>Model:</u> <u>Manufacturer:</u> Last Mfr <u>Calibration</u> <u>Date:</u>	<u>Sampling/Analysis Method:</u> <u>Collecting Media:</u> <input type="checkbox"/> Charcoal Tube <input type="checkbox"/> Silica Gel <input type="checkbox"/> 37 mm MCE Filter <input type="checkbox"/> 37 mm PVC Filter <input type="checkbox"/> Other:			<input type="checkbox"/> Regulatory Compliance <input type="checkbox"/> Assess current PPE adequacy <input type="checkbox"/> Validate engineering controls <input type="checkbox"/> Monitor IDLH Conditions <input type="checkbox"/> Other	
			<input type="checkbox"/> Personal Breathing Zone <input type="checkbox"/> Area Air Monitoring <input type="checkbox"/> Dermal Exposure Monitoring <input type="checkbox"/> Biological Monitoring: <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Other <input type="checkbox"/> Obtain bulk samples <input type="checkbox"/> Other:	<u>Model:</u> <u>Manufacturer:</u> Last Mfr <u>Calibration</u> <u>Date:</u>	<u>Sampling/Analysis Method:</u> <u>Collecting Media:</u> <input type="checkbox"/> Charcoal Tube <input type="checkbox"/> Silica Gel <input type="checkbox"/> 37 mm MCE Filter <input type="checkbox"/> 37 mm PVC Filter <input type="checkbox"/> Other:			<input type="checkbox"/> Regulatory Compliance <input type="checkbox"/> Assess current PPE adequacy <input type="checkbox"/> Validate engineering controls <input type="checkbox"/> Monitor IDLH Conditions <input type="checkbox"/> Other	
			<input type="checkbox"/> Personal Breathing Zone <input type="checkbox"/> Area Air Monitoring <input type="checkbox"/> Dermal Exposure Monitoring <input type="checkbox"/> Biological Monitoring: <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Other <input type="checkbox"/> Obtain bulk samples <input type="checkbox"/> Other:	<u>Model:</u> <u>Manufacturer:</u> Last Mfr <u>Calibration</u> <u>Date:</u>	<u>Sampling/Analysis Method:</u> <u>Collecting Media:</u> <input type="checkbox"/> Charcoal Tube <input type="checkbox"/> Silica Gel <input type="checkbox"/> 37 mm MCE Filter <input type="checkbox"/> 37 mm PVC Filter <input type="checkbox"/> Other:			<input type="checkbox"/> Regulatory Compliance <input type="checkbox"/> Assess current PPE adequacy <input type="checkbox"/> Validate engineering controls <input type="checkbox"/> Monitor IDLH Conditions <input type="checkbox"/> Other	
			<input type="checkbox"/> Personal Breathing Zone <input type="checkbox"/> Area Air Monitoring <input type="checkbox"/> Dermal Exposure Monitoring <input type="checkbox"/> Biological Monitoring: <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Other <input type="checkbox"/> Obtain bulk samples <input type="checkbox"/> Other:	<u>Model:</u> <u>Manufacturer:</u> Last Mfr <u>Calibration</u> <u>Date:</u>	<u>Sampling/Analysis Method:</u> <u>Collecting Media:</u> <input type="checkbox"/> Charcoal Tube <input type="checkbox"/> Silica Gel <input type="checkbox"/> 37 mm MCE Filter <input type="checkbox"/> 37 mm PVC Filter <input type="checkbox"/> Other:			<input type="checkbox"/> Regulatory Compliance <input type="checkbox"/> Assess current PPE adequacy <input type="checkbox"/> Validate engineering controls <input type="checkbox"/> Monitor IDLH Conditions <input type="checkbox"/> Other	
15. Prepared By:			16. Date/Time Briefed:		HAZARD LIST: Potential Health Effects: Bruise/Lacerations, Organ Damage, Central Nervous System Effects, Cancer, Reproductive Damage, Low Back Pain, Temporary Hearing Loss, Dermatitis, Respiratory Effects, Bone Breaks, & Eye Burning				
18. Safety Officer Review:			<u>Reporting:</u> Monitoring results shall be logged in the ICS-208-CG SSP-E-1 form (Air Monitoring Log) and attached as part of a current Site Safety Plan and Incident Action Plan. Significant Exposures shall be immediately addressed to the IC and General Staff for immediate correction.					ICS-208-CG SSP-E (rev 9/06) Page ____ of ____	

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CG ICS SSP: AIR MONITORING LOG	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)	
5. Site Location	6. Hazards of Concern	7. Action Levels (include references):		8. <u>Weather</u> : Temperature: Precipitation: Wind: Relative Humidity: Cloud Cover:	
9.a. Instrument, ID Number Calibrated? Indicate below.	9.b. Monitoring Person Name(s)	9.c. Results (units)	9.d. Location	9.f. Time	9.g. Interferences and Comments
10. Safety Officer Review:		<u>Potential Health Effects</u> : Bruise/Lacerations, Organ Damage, Central Nervous System Effects, Cancer, Reproductive Damage, Low Back Pain, Temporary Hearing Loss, Dermatitis, Respiratory Effects, Bone Breaks, & Eye Burning			ICS-208-CG SSP-E-1 (rev 9/06): Page _____ of _____

CG ICS SSP: PERSONAL PROTECTIVE EQUIPMENT	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
	5. Supervisor/Leader	6. Location and Size of Site	7. Hazards Addressed:	8. For Emergencies Contact:
9. Equipment:				10. References Consulted:
11. Inspection Procedures:	12. Donning Procedures:	13. Doffing Procedures:	14. Limitations and Precautions (include maximum stay time in PPE):	
15. Prepared By:	16. Date/Time Briefed:	<u>Potential Health Effects:</u> Bruise/Lacerations, Organ Damage, Central Nervous System Effects, Cancer, Reproductive Damage, Low Back Pain, Temporary Hearing Loss, Dermatitis, Respiratory Effects, Bone Breaks, Eye Burning		ICS-208-CG SSP-F: (Rev 9/06) Page ____ of ____

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CG ICS SSP: DECONTAMINATION	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. For Emergencies Contact:		8. Hazard(s) Addressed:
9. Equipment:				10. References Consulted:
11. Contamination Avoidance Practices:	12. Decon Diagram: <input type="checkbox"/> Attached, <input type="checkbox"/> Drawn below			13. Decon Steps
14. Prepared By:	15. Date/Time Briefed:	<u>Potential Health Effects:</u> Bruise/Lacerations, Organ Damage, Central Nervous System Effects, Cancer, Reproductive Damage, Low Back Pain, Temporary Hearing Loss, Dermatitis, Respiratory Effects, Bone Breaks, Eye Burning		ICS-208-CG SSP-G (rev 9/06): Page ____ of ____

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CG ICS SSP: ENFORCEMENT LOG	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)	
5. Supervisor/Leader	6. For Emergencies Contact:			7. Attachments:	
8.a. Job Task/Activity	8.b. Hazards	8.c. Deficiency	8.d. Action Taken	8.e. Safety Plan Amended?	8.f. Signature of Supervisor/Leader
9. Prepared By:	10. Date/Time Briefed:	HAZARD LIST: Physical/Safety, Toxic, Explosion/Fire, Oxygen Deficiency, Ionizing Radiation, Biological, Biomedical, Electrical, Heat Stress, Cold Stress, Ergonomic, Noise, Cancer, Dermatitis, Drowning, Fatigue, Vehicle, & Diving			ICS-208-CG SSP-H (rev 9/06): Page ____ of ____

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CG ICS SSP: Emergency Safety & Response Plan 1910.120 Compliance Checklist (Form A)	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Site Supervisor/Leader	5. Location of Site
6.a. Cite: 1910.120	6.b. Requirement(sections that duplicate or explain are omitted)	6.c. ICS Form	6.d. Check	6.e. Comments	
	(q)(1) Is the plan in writing?	SSP-A	<input type="checkbox"/>		
	(1) Is the plan available for inspection by employees?	N/A	<input type="checkbox"/>	Performance based	
	(q)(2)(i) Does the plan address pre-emergency planning and coordination?	SSP-A	<input type="checkbox"/>		
	(ii) Does it address personnel roles?	SSP-A	<input type="checkbox"/>		
	(ii) Does it address lines of authority?	SSP-A	<input type="checkbox"/>		
	(ii) Does it address communications?	SSP-A	<input type="checkbox"/>		
	(iii) Does it address emergency recognition?	SSP-A	<input type="checkbox"/>		
	(iii) Does it address emergency prevention?	SSP-A	<input type="checkbox"/>		
	(iv) Does it identify safe distances?	SSP-A	<input type="checkbox"/>		
	(iv) Does it address places of refuge?	SSP-A	<input type="checkbox"/>		
	(v) Does it address site security and control?	SSP-A	<input type="checkbox"/>		
	(vi) Does it identify evacuation routes?	SSP-A	<input type="checkbox"/>		
	(vi) Does it identify evacuation procedures?	SSP-A	<input type="checkbox"/>		
	(vii) Does it address decontamination?	SSP-A	<input type="checkbox"/>		
	(viii) Does it address medical treatment and first aid?	SSP-A	<input type="checkbox"/>		
	(ix) Does it address emergency alerting procedures?	SSP-A	<input type="checkbox"/>		
	(ix) Does it address emergency response procedures	SSP-A	<input type="checkbox"/>		
	(x) Was the response critiqued?	N/A	<input type="checkbox"/>	Performance based	
	(xi) Does it identify Personal Protection Equipment?	SSP-A	<input type="checkbox"/>		
	(xi) Does it identify emergency equipment?	SSP-A	<input type="checkbox"/>		
	(q)(3)(ii) All the hazardous substances identified to the extent possible?	N/A	<input type="checkbox"/>	Performance based	
	(ii) All the hazardous conditions identified to the extent possible?	N/A	<input type="checkbox"/>	Performance based	
	(ii) Was site analysis addressed?	N/A	<input type="checkbox"/>	Performance based	
	(ii) Were engineering controls addressed?	N/A	<input type="checkbox"/>	Performance based	
	(ii) Were exposure limits addressed?	N/A	<input type="checkbox"/>	Performance based	
	(ii) Were hazardous substance handling procedures addressed?	N/A	<input type="checkbox"/>	Performance based	
	(iii) Is the PPE appropriate for the hazards identified?	N/A	<input type="checkbox"/>	Performance based	
	(iv) Is respiratory protection worn when inhalation hazards present?	N/A	<input type="checkbox"/>	Performance based	
	(v) Is the buddy system used in the hazard zone?	N/A	<input type="checkbox"/>	Performance based	
	(vi) Are backup personnel on standby?	N/A	<input type="checkbox"/>	Performance based	
	(vi) Are advanced first aid support personnel standing by?	N/A	<input type="checkbox"/>	Performance based	
	(vii) Has the ICS designated safety official been identified?	SSP-A	<input type="checkbox"/>		
	(vii) Has the Safety Official evaluated the hazards?	N/A	<input type="checkbox"/>	Performance based	
	(viii) Can the Safety Official communicate with IC immediately?	N/A	<input type="checkbox"/>	Performance based	
	(ix) Are appropriate decontamination procedures implemented?	N/A	<input type="checkbox"/>	Performance based	

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CG ICS SSP: 1910.120 COMPLIANCE CHECKLIST (Form B)	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Site Supervisor/Leader	5. Location of Site
6.a. Cite: 1910.120	6.b. Requirement(sections that duplicate or explain are omitted)	6.c. ICS Form	6.d. Check	6.e. Comments	
1910.120 (b)(1)(ii)(A)	Organizational structure?	203	<input type="checkbox"/>		
(B)	Comprehensive workplan?	IAP	<input type="checkbox"/>	Incident Action Plan	
(C)	Site Safety Plan?	SSP-B	<input type="checkbox"/>		
(D)	Safety and health training program?	N/A	<input type="checkbox"/>	Responsibility of each employer	
(E)	Medical surveillance program?	N/A	<input type="checkbox"/>	Responsibility of each employer	
(F)	Employer SOPs?	N/A	<input type="checkbox"/>	Responsibility of each employer	
(G)	Written program related to site activities?	N/A	<input type="checkbox"/>		
(b)(1)(iii)	Site excavation meets shored or slope requirements in 1926?	N/A	<input type="checkbox"/>		
(b)(2)(i)(D)	Lines of communication?	201 203 205	<input type="checkbox"/>		
(b)3(iv)	Training addressed?	N/A	<input type="checkbox"/>	Responsibility of each employer	
(v)-(vi)	Information and medical monitoring addressed?	N/A	<input type="checkbox"/>	Responsibility of each employer	
(b)4(i)	Site Safety Plan kept on site?	N/A	<input type="checkbox"/>		
(ii)(A)	Safety and health hazard analysis conducted?	N/A	<input type="checkbox"/>		
(B)	Properly trained employees assigned to right jobs?	N/A	<input type="checkbox"/>		
(C)	Personnel Protective Equipment issues addressed?	SSP-F	<input type="checkbox"/>		
(E)	Frequency and types of air monitoring addressed?	SSP-E	<input type="checkbox"/>		
(F)	Site control measures in place?	SSP-B	<input type="checkbox"/>		
(G)	Decontamination procedures in place?	SSP-G	<input type="checkbox"/>		
(H)	Emergency Response Plan in place?	SSP-D	<input type="checkbox"/>		
(I)	Confined space entry procedures?	SSP-B	<input type="checkbox"/>		
(J)	Spill containment program	SSP-B	<input type="checkbox"/>		
(iii)	Pre-entry briefings conducted?	SSP-I	<input type="checkbox"/>		
(iv)	Site Safety Plan effectiveness evaluated?	SSP-H	<input type="checkbox"/>		
(c)(1)	Site characterization done?	N/A	<input type="checkbox"/>		
(c)(2)	Preliminary evaluation done by qualified person?	N/A	<input type="checkbox"/>		
(c)(3)	Hazard identification performed?	SSP-B	<input type="checkbox"/>		
(c)(4)(i)	Location and size of site identified?	SSP-B	<input type="checkbox"/>		
(ii)	Response activities, job tasks identified?	SSP-B	<input type="checkbox"/>		
(iii)	Duration of tasks identified?	SSP-B	<input type="checkbox"/>	Operational period	
(iv)	Site topography and accessibility addressed?	SSP-C	<input type="checkbox"/>		
(v)	Health and safety hazards addressed?	SSP-B	<input type="checkbox"/>		
(vi)	Dispersion pathways addressed?	SSP-B	<input type="checkbox"/>		
(vii)	Status and capabilities of medical emergency response teams?	206	<input type="checkbox"/>		
(c)(5)(i)(iv)	Chemical protective clothing addressed and properly selected?	SSP-F	<input type="checkbox"/>		
(ii)	Respiratory protection addressed?	SSP-B and F	<input type="checkbox"/>		
(iii)	Level B used for unknowns?	N/A	<input type="checkbox"/>		

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CG ICS SSP: 1910.120 COMPLIANCE CHECKLIST Form B (cont)	1. Incident Name	2. Date/Time Prepared	3. Operational Period		
	6.a. Cite: 1910.120	6.b. Requirement(sections that duplicate or explain are omitted)	6.c. ICS Form	6.d. Check	6.e. Comments
1910.120 (c)(6)(i)	Monitoring for ionization conducted?		SSP-E	<input type="checkbox"/>	
(ii)	Monitoring conducted for IDLH conditions?		SSP-E	<input type="checkbox"/>	
(iii)	Personnel looking out for dangers of IDLH environments?		N/A	<input type="checkbox"/>	
(iv)	Ongoing air monitoring program in place?		SSP-E	<input type="checkbox"/>	
(c)(7)	Employees informed of potential hazard occurrence?		SSP-B	<input type="checkbox"/>	
(c)(8)	Properties of each chemical made aware to employees?		SSP-B	<input type="checkbox"/>	
(d)(1)	Appropriate site control procedures in place?		IAP, SSP-B	<input type="checkbox"/>	
(d)(2)	Site control program developed during planning stages?		IAP, SSP-B	<input type="checkbox"/>	
(d)(3)	Site map, work zones, alarms, communications addressed?		IAP, SSP-B	<input type="checkbox"/>	
(g)(1)(i)	Engineering, admin controls considered?		SSP-B	<input type="checkbox"/>	
(iii)	Personnel not rotated to reduce exposures?		N/A	<input type="checkbox"/>	
(g)(5)(i)	PPE selection criteria part of employer's program?		N/A	<input type="checkbox"/>	Responsibility of employer
(ii)	PPE use and limitations identified?		SSP-F	<input type="checkbox"/>	
(iii)	Work mission duration identified?		SSP-F	<input type="checkbox"/>	
(iv)	PPE properly maintained and stored?		N/A	<input type="checkbox"/>	Responsibility of employer
(vi)	Are employees properly trained and fitted with PPE?		N/A	<input type="checkbox"/>	Responsibility of employer
(vii)	Are donning and doffing procedures identified?		SSP-F	<input type="checkbox"/>	
(viii)	Are inspection procedures properly identified?		SSP-F	<input type="checkbox"/>	
(ix)	Is a PPE evaluation program in place?		SSP-F	<input type="checkbox"/>	
(h)(3)	Periodic monitoring conducted?		SSP-E	<input type="checkbox"/>	
(k)(2)(i)	Have decontamination procedures been established?		SSP-G	<input type="checkbox"/>	
(ii)	Are procedures in place for contamination avoidance?		SSP-G	<input type="checkbox"/>	
(iii)	Is personal clothing properly decontaminated prior to leaving the site?		SSP-G	<input type="checkbox"/>	
(iv)	Are decontamination deficiencies identified and corrected?		SSP-H	<input type="checkbox"/>	
(k)(3)	Are decontamination lines in the proper location?		SSP-C	<input type="checkbox"/>	
(k)(4)	Are solutions/equipment used in decon properly disposed of?		N/A	<input type="checkbox"/>	
(k)(6)	Is protective clothing and equipment properly secured?		N/A	<input type="checkbox"/>	
(k)(7)	If cleaning facilities are used, are they aware of the hazards?		N/A	<input type="checkbox"/>	
(k)(8)	Have showers and change rooms provided, if necessary?		N/A	<input type="checkbox"/>	
(l)(1)(iii)	Are provisions for reporting emergencies identified?		SSP-D	<input type="checkbox"/>	
(iv)	Are safe distances and places of refuge identified?		SSP-B and C	<input type="checkbox"/>	
(v)	Site security and control addressed in emergencies?		SSP-D	<input type="checkbox"/>	
(vi)	Evacuation routes and procedures identified?		SSP-D	<input type="checkbox"/>	
(vii)	Emergency decontamination procedures developed?		SSP-D	<input type="checkbox"/>	
(ix)	Emergency alerting and response procedures identified?		SSP-D	<input type="checkbox"/>	
(x)	Response teams critiqued and followup performed?		SSP-H	<input type="checkbox"/>	
(xi)	Emergency PPE and equipment available?		SSP-D	<input type="checkbox"/>	

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CG ICS SSP: 1910.120 COMPLIANCE CHECKLIST Form B (cont)	1. Incident Name	2. Date/Time Prepared	3. Operational Period		
6.a. Cite:	6.b. Requirement(sections that duplicate or explain are omitted)		6.c. ICS Form	6.d. Check	6.e. Comments
1910.120 (1)(3)(i)	Emergency notification procedures identified?		SSP-D	<input type="checkbox"/>	
(ii)	Emergency response plan separate from Site Safety Plan?		SSP-D	<input type="checkbox"/>	
(iii)	Emergency response plan compatible with other plans?		SSP-D	<input type="checkbox"/>	
(iv)	Emergency response plan rehearsed regularly?		SSP-D	<input type="checkbox"/>	
(v)	Emergency response plan maintained and kept current?		SSP-H	<input type="checkbox"/>	
1910.165 (b)(2)	Can alarms be seen/heard above ambient light and noise levels?		N/A	<input type="checkbox"/>	
(b)(3)	Are alarms distinct and recognizable?		N/A	<input type="checkbox"/>	
(b)(4)	Are employees aware of the alarms and are they accessible?		SSP-D	<input type="checkbox"/>	
(b)(5)	Are emergency phone numbers, radio frequencies clearly posted?		206	<input type="checkbox"/>	
(b)(6)	Signaling devices in place where there are 10 or more workers?		IAP	<input type="checkbox"/>	
(c)(1)	Are alarms like steam whistles, air horns being used?		IAP	<input type="checkbox"/>	
(d)(3)	Are backup alarms available?		IAP	<input type="checkbox"/>	
(m)	Are areas adequately illuminated?		IAP	<input type="checkbox"/>	
(n)(1)(i)	Is an adequate supply of potable water available?		IAP	<input type="checkbox"/>	
(ii)	Are drinking water containers equipped with a tap?		IAP	<input type="checkbox"/>	
(iii)	Are drinking water containers clearly marked?		IAP	<input type="checkbox"/>	
(iv)	Is a drinking cup receptacle available and clearly marked?		IAP	<input type="checkbox"/>	
(n)(2)(i)	Are non-potable water containers clearly marked?		IAP	<input type="checkbox"/>	
(n)(3)(i)	Are their sufficient toilets available?		IAP	<input type="checkbox"/>	
(n)(4)	Have food handling issues been addressed?		IAP	<input type="checkbox"/>	
(n)(6)	Have adequate wash facilities been provided outside hazard zone?		IAP	<input type="checkbox"/>	
(n)(7)	If response is greater than 6 months, have showers been provided?		IAP	<input type="checkbox"/>	
7. Prepared By:			ICS-208-CG SSP-K (rev 9/06): Page 3. Page ____ of ____		

CG ICS SSP: 1910.120 DRUM COMPLIANCE CHECKSHEET	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)	
5. Supervisor/Leader	6. Location and Size of Site	7. For Emergencies Contact:		8. Note: <u>tanks and vaults</u> should also be treated in the same manner as described below [1910.120(j)(9)]. Many can also pose confined space hazards.	
9.a. Cite: 1910.120 (Cites that duplicate or explain requirements are omitted)	9.b. Requirement		9.c. Check	9.d. Comments	
(j)(1)(ii)	Drums meet DOT, OSHA, EPA regs for waste they contain, including shipment?		<input type="checkbox"/>		
(iii)	Drums inspected and integrity ensured prior to movement?		<input type="checkbox"/>		
(iii)	Or drums moved to an accessible location (staging area) prior to movement?		<input type="checkbox"/>		
(iv)	Unlabelled drums treated as unknown until properly identified and labeled?		<input type="checkbox"/>		
(v)	Site activities organized to minimize drum handling?		<input type="checkbox"/>		
(vi)	Employers properly warned about the hazards of moving and handling drums?		<input type="checkbox"/>		
(vii)	Suitable overpack drums are available for addressing leaking and ruptured drums?		<input type="checkbox"/>		
(viii)	Leaking materials from drums properly contained?		<input type="checkbox"/>		
(ix)	Are drums that cannot be moved, emptied of contents with transfer equipment?		<input type="checkbox"/>		
(x)	Are suspect buried drums surveyed with underground detection system?		<input type="checkbox"/>		
(xi)	Are soil and covering material above buried drums removed with caution?		<input type="checkbox"/>		
(xii)	Is the proper extinguishing equipment on scene to control incipient fires?		<input type="checkbox"/>		
(j)(2)(i)	Are airlines on supplied air systems protected from leaking drums?		<input type="checkbox"/>		
(ii)	Are employees at a safe distance, using remote equipment, when handling explosive drums?		<input type="checkbox"/>		
(iii)	Are explosive shields in place to protect workers opening explosive drums?		<input type="checkbox"/>		
(iv)	Is response equipment positioned behind shields when shields are used?		<input type="checkbox"/>		
(v)	Are non-sparking tools used in flammable or potentially flammable atmospheres?		<input type="checkbox"/>		
(vi)	Are drums under extreme pressure opened slowly & workers protected by shields/distance?		<input type="checkbox"/>		
(vii)	Are workers prohibited from standing and working on drums?		<input type="checkbox"/>		
(j)(3)	Is the drum handling equipment positioned and operated to minimize sources of ignition?		<input type="checkbox"/>		
(j)(5)(i)	For shock sensitive drums, have all non-essential employees been evacuated?		<input type="checkbox"/>		
(ii)	For shock sensitive drums: is handling equipment provided with shields to protect workers?		<input type="checkbox"/>		
(iii)	Are alarms that announce start/finish of explosive drum handling actions in place?		<input type="checkbox"/>		
(iv)	Are continuous communications in place between the drum handling site & command post?		<input type="checkbox"/>		
(v)	Are drums under pressure properly controlled for prior to handling?		<input type="checkbox"/>		
(vi)	Are drums containing packaged laboratory wastes treated as shock sensitive?		<input type="checkbox"/>		
(j)(6)(i)	Are lab packs opened by trained and experienced personnel?		<input type="checkbox"/>		
(ii)	Are lab packs showing crystallization treated as shock sensitive?		<input type="checkbox"/>		
(j)(8)(ii-iii)	Are drum staging areas manageable with marked access and egress?		<input type="checkbox"/>		
(iv)	Is bulking of drums conducted only after drum contents have been properly identified?		<input type="checkbox"/>		
10. Prepared By:			Form SSP-L (rev 9/06) Page ____ of ____		

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