

Appendix D:

HSE Worksheet and Checklist

SUGGESTED CONTRACTOR HSE WORKSHEET AND CHECKLIST**WORK HAZARD ASSESSMENT AND MITIGATION PLAN**

1. _____ Have you reviewed the project work scope and analyzed it for potential hazards such as confined space entry, excavations, falls, electrical safety and other OSHA recognized hazards?
2. _____ Have you included a written assessment of the hazards from question 1 that includes a list of them and discusses how you will handle each of them?
(Your response for handling them can be to list your existing appropriate procedure.)
3. _____ Have you reviewed Chugach Electric Association Procedure 10.5, Confined Space Entry?

MSDS and SDS INFORMATION

1. _____ Will you be using or creating chemicals that must have Material Safety Data Sheets (MSDSs) or Safety Data Sheets (SDSs) on them?
2. _____ If you answered “yes” to question 1, have you provided a separate list of those chemicals with your bid?
3. _____ Have you reviewed the requirements of Chugach Electric Association Safety Procedure 7.3, Hazard Communications?

ENERGY ISOLATION PROCEDURE / PLAN

1. _____ Have you reviewed the project work scope to determine from the scope the need for energy isolation (lockout/tagout)?
2. _____ If you answered “yes” to question 1, do you have a written energy isolation procedure?
3. _____ Have you attached a copy of the procedure?

PERSONAL PROTECTIVE EQUIPMENT (PPE)

1. _____ Have you reviewed the project work scope to determine the type of PPE you are required to provide for your crew, and included a list of it with your HSE?
2. _____ If the project work is located at Chugach’s Beluga generating plant, have you reviewed Chugach Electric Association Procedure 11.7, Visitor Checklist?

EMERGENCY RESPONSE PLAN

1. _____ Have you reviewed the project work scope to determine from the scope the types of emergencies that may be reasonably anticipated due to the work tasks or work location? **(This can include such topics as First Aid, emergency evacuation, fire hazard, etc.)**
2. _____ Based on your review, have you included a list or discussion of your response plan for those emergencies? **(Make sure you consider existing conditions such as weather, remote location, and existing resources in developing your plans.)**

HAZARDOUS MATERIAL / HAZARDOUS WASTE MITIGATION and RESPONSE PLAN

1. _____ Have you reviewed the project work scope to determine the type of hazardous material you may be handling and the type of hazardous waste your operation may generate?
2. _____ Have you included a discussion of your plan for safely handling and disposing of these materials and wastes?
3. _____ Have you included a discussion of your response plan in case of a release?