# Environment, Health and Safety

# Project Site Specific Plan (PSSP)

# HS9 CN TMP

Revision Date: 1/31/2022

## Introduction

General Health & Safety, Section 01 35 29 requires contractors to submit a Project Site Specific Plan (PSSP) for review by Cornell University representatives before commencement of work on the site. The PSSP should address site specific information, controls and or requirements as it relates to the contractor’s scope of work.

All contractors shall use the attached Project Site Specific Plans Template to develop their Project’s PSSP.

Within the PSSP Template are example(s) to use as reference. The provided examples demonstrate Cornell University’s expectations for providing detailed site specific information, controls and requirements.

PSSPs that inadequately address safe operations and equipment will be returned with comments for resubmission. Failure to submit an appropriate PSSP may result in delay of project and/or denial of the payment.

In addition to the requirements of the PSSP, all laws and regulations by applicable local, state, and federal agencies shall apply to the work of this contract.

## Submission

Submissions can be made one of two ways;

1. Through E-builder; **All e-Builder projects must have the PSSP submitted via e-Builder for review and comment**; and/or
2. University email via the University’s Project/Construction Manager, if the project is not in e-builder.

For all new contracts, the University’s Project/Construction Manager is responsible to ensure EHS receives the contractor’s PSSP for EHS’s review prior to the commencement of work.

PSSP submittal should be submitted a minimum of **10 days prior** tothe commencement of work on site.

Projects having less than a 10 day turn-around shall coordinate their submittal with University Project Manager, who is responsible to coordinate with OHSIP (Occupational Health, Safety and Injury Prevention), the University Fire Marshall and Contract College’s Codes Enforcement Official, if applicable.

## General Contractors and Subcontractors

The General Contractor is responsible for its employees and its subcontractors. Subcontractors are required to submit their PSSP to the General Contractor. The General Contractor is responsible to ensure all subcontractor(s) PSSP’s are adequate per their scope of work.

General Contractors that self-perform less than 50% of the total contract value are responsible to incorporate the subcontractor’s PSSP into the General Contractor’s PSSP submittal.

Large complex projects have an additional option for phased PSSP submission. This means, the General Contractor can opt to submit their PSSP 10 days prior to the start of a new project phase(s) or milestone(s) that has been predetermined between the General Contractor and the University’s Project/Construction Manager. The contractor must submit a predetermined project phase(s) and or milestone(s) plan. If your

project opts for this PSSP submission style complete the Phased PSSP Submission Plan table included in this template.

## Amendments

The General Contractor is required to ensure their project’s PSSP is accurately maintained throughout the duration of the contract project. PSSP Resubmission is required for any new contract scope elements not previously addressed by the original PSSP.

## Definitions

**Project Site Specific Plan (PSSP):** A structured document that details the scope of the contract work and related site specific controls, requirements and information for University and Contractor personnel. This document is not intended to be all inclusive of all applicable local, state and federal laws and regulations for which the General Contractor and its Subcontractor(s) are expected to comply.

Authority Having Jurisdiction (AHJ):

* The organization, office or individual responsible for approving equipment, an installation or a procedure (NYS Fire Code).
* The local government, county government or state agency responsible for the administration and enforcement of an applicable regulation or law (NYS Building Code-§202.2).

Occupational Health, Safety and Injury Prevention (OHSIP): A division of Cornell University’s Environmental Safety and Health Department. The OHSIP division can be contacted at (607)-255-8200 or by email at [askEHS@cornell.edu](mailto:askEHS@cornell.edu)

SME: The University’s subject matter expert.

In addition to the requirements of PSSP, all laws and regulations by applicable local, state, and federal agencies shall apply to the work of this contract.

**Note:** Maintain for duration of project and maintain on project’s site. Prior to commencement of work activities submit to EHS for review.

General Health & Safety, Section 01 35 29 requires contractors to submit a Project Site Specific Plan (PSSP) for review by Cornell University representatives before commencement of work on the site. The PSSP should address site specific controls, information and or requirements as it relates to the contractor’s scope of work.

## 1.0 Project Site Specific Safety Plan

|  |  |
| --- | --- |
| Project Information | Site Specific Project Information |
| Contractor Company |  |
| Project Name |  |
| Project Address |  |
| Mobilization Date |  |
| Project Hours |  |
| Contract Value |  |

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| --- |
| Project Description/Scope of Contract: |
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| --- | --- | --- | --- |
| Cornell University | Name | Phone | Email |
| Project Manager |  |  |  |
| Construction Manager |  |  |  |

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| --- | --- | --- | --- |
| General Contractor | Name | Phone | Email |
| Project Manager |  |  |  |
| Superintendent |  |  |  |
| Site Safety Rep. |  |  |  |
| Safety Manager |  |  |  |

## Subcontractor Work

Please list project’s subcontractors below or if subcontractors have not been awarded, include subcontractor packages. E.g**.** Mechanical, Electrical, Plumbing, Concrete, Steel Erection, etc.

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| --- | --- | --- | --- |
| Subcontractor(s) | Name  (Responsible On-Site Person(s)) | Phone | Email |
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The following table “2.0 Additional Site Plans” indicates those activities that may require a SEPARATE plan, in addition to the PSSP. Please indicate whether these activities are applicable to your project, keeping EHS abreast of upcoming project activities.

## 2.0 Additional Site Plans

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| --- | --- | --- |
| Additional Site Plans | Applicable | Not Applicable |
| Asbestos Abatement  SME: IPP Asbestos Project Coordinator |  |  |
| Mobile Crane(s) Activities  AHJ: Contract College’s Codes Enforcement Official  SME: OHSIP  The Crane Plan should include a minimum of the following;   * A detailed description and an aerial diagram of the crane’s scope of work. * The Date of Crane Activities, Contractor(s) performing crane activities, Manufacture/Model of Crane, Contractor’s Assembly/Disassembly Director, Assembly/Disassembly Area, Crane Pad Location(s), Boom’s Swing Radius, Load’s Path of Travel, Occupant Control Measures, Pedestrian Control Measures, Traffic Control Measures, schedule of items to be hoisted, their weight and any other critical information specific to the crane activities. * Multiple crane site scenarios shall be explicitly addressed in the plan. * Provide a copy of the Contracted Crane Operators NYS Crane Operators License. * Provide a copy of the Contractors’ Qualified Rigging and Signal Person training certificates.   All plan(s) should be submitted a minimum of 10 days prior to the Crane’s anticipated arrival date. |  |  |
| Excavation(s) Greater Than or Equal to 20 Feet in Depth  SME: OHSIP  A Deep Excavation Plan should include a minimum of the following;   * How will the Cornell community be protected from the excavation(s), excavating equipment and haul truck activities, if applicable * Excavation(s) location, depth, soil classification and on site competent person * Contractor’s Engineered Protective System (description, diagram(s) and or drawing(s);   + Means and method shall be compliant with OSHA’s 1926 Subpart P Excavations   Excavation(s) less than 20 feet in depth are to be addressed in the contractor’s PSSP, if applicable. |  |  |
| Lead Work Plan  SME: OHSIP  The Lead Work Plan should include a minimum of the following;   * How the contractor will meet the requirements of OSHA 1926.62 “Lead in Construction Standards”. * How the contractor intends to protect its workers, the building occupants and the building structure based on their selection of means and methods. |  |  |
| Interruption or Closure of Roadway(s) and or Parking Lot(s)  SME: IPP Transportations, University Fire Marshall and OHSIP  The Temporary Traffic Control Plan should include a minimum of the following;   * An aerial diagram or construction drawing illustrating the contractor’s traffic control measures. Control measures must be complaint with NYS Building Codes, NYS Fire Codes, NYS Safety & Health Code Rules, and the NYS Department of Transportations and ADA regulations.   \*All impairments to Emergency Vehicle Access Lanes must be reviewed by the University Fire Marshall’s Office. |  |  |
| Interruption or Closure of Sidewalk(s) or Other Pedestrian Thoroughfares  SME for Sidewalks: IPP Transportations, University Fire Marshall and OHSIP  The Temporary Pedestrian Control Plan should include a minimum of;   * An aerial diagram or construction drawing illustrating the contractor’s pedestrian control measures. Control measures must be complaint with NYS Building Codes, NYS Fire Codes, NYS Safety & Health Code Rules, and the NYS Department of Transportations and ADA regulations.   All impairments to Emergency Vehicle Access Lanes must be reviewed by the University Fire Marshall’s Office. |  |  |
| Interruption or Closure of a Building’s Path(s) of Egress and or Hallway(s)  AHJ for CU Contract College’s Buildings and Sidewalks: Codes Enforcement Official  SME for Buildings: University Fire Marshall  The Temporary Building Egress Control Plan should include a minimum of;   * A floor plan or construction drawing illustrating the contractor’s pedestrian control measures. Control measures must be complaint with NYS Building Codes, NYS Fire Codes, NYS Safety & Health Code Rules, and the NYS Department of Transportations and ADA regulations. |  |  |
| Structural Demolition  SME: OHSIP  Demolition Plan to Include a minimum of;   * Provide an aerial diagram, description of plan, engineered drawings and how the contractor will provide protection of persons passing by Demolition Activities. * Dust Control Procedures throughout demolition   \*Non-structural demolition is to be addressed in PSSP, if applicable. |  |  |
| Silica Written Exposure Control Plan  SME: OHSIP  OSHA‘s Respirable Silica Standard for Construction (29 CFR 1926.1153) became effective on September 23, 2017. Among other requirements, this standard requires employers to develop written exposure control plan to protect their employees from the hazards of silica. Attach your organization’s written exposure control plan to this PSSP submission. Furthermore, OSHA requires a competent person to be responsible for making frequent and regular inspections of jobsite, materials, and equipment to implement the written exposure control plan. Provide contractor’s competent person information below.  Contractor’s Competent Person:  Phone Number: |  |  |

## 3.0 Phased PSSP Submission Plan (complete table if applicable, see instructions)

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| --- | --- | --- |
| Phase/Milestone | Scope/Description | Estimated Start (Month/Year) |
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## 4.0 Emergency Contacts

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| Contact Information | Phone | Email | Address |
| On Ithaca Campus;  University Police Dept. and Emergency Services | 911 or  607-255-1111  \*Note: Phones outside of the 607 area code will receive the quickest emergency response if dispatch is dialled directly at  607-255-1111. | NA | [Barton Hall](https://www.google.com/maps/place/Barton+Hall/@42.4459883,-76.4827984,397m/data=!3m2!1e3!4b1!4m5!3m4!1s0x89d0818b46dee713:0x4e63823024b9a480!8m2!3d42.4459844!4d-76.4806043)  Room G2 |
| Off Ithaca Campus;  Local Police Dept. and  Emergency Services |  |  |  |
| Occupational Medical Facility  \*Note: Attach Occupational Medical Facility location and directions (including maps) for contractor personnel’s quick reference. |  |  |  |

## Additional Emergency Contacts

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| --- | --- | --- | --- |
| Other Contacts | Phone | Email | Address |
| Cornell Customer Service | 607-255-5322 | ippcsrequest@cornell.edu | [Humphreys Service Building](https://goo.gl/maps/DvrnUmDFE7y)  Room 105 |
| *Additional Other Contacts* |  |  |  |

## 5.0 Emergency Procedures

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| Emergency Procedures | Emergency Procedures Plan |
| Muster Area: | *Insert procedures to follow in the event of an evacuation or emergency* |
| Lightening/Severe Weather: | *Insert procedures to follow in the event of lightening or severe weather.* |
| Fire Emergency: | *Insert procedures to follow in the event of a fire emergency.* |
| *Insert Additional Emergency Procedure* | *Insert procedures to follow in the event of…* |
| *Insert Additional Emergency Procedure* | *Insert procedures to follow in the event of…* |

## 6.0 Site Specific Requirements

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| Description |
| * *(Insert site specific requirement here)* * *(Insert site specific requirement here)* * *(Insert site specific requirement here)* * *(Insert site specific requirement here)* * *(Insert site specific requirement here)* * *E.g. Employees, Subcontractors and Visitors are required to complete Site Orientation prior to their first day’s work on the project site.* * *E.g. 15kV overhead powerlines run parallel to Cornell Street. Self-propelled mobile equipment and all other construction activities must maintain a minimum clearance distance of 10 feet at all times.* |

How will the contractor provide protection of persons passing by Construction, Demolition or Excavations

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| (Please include a diagram or detailed description of the intended means and methods to protect the Cornell Community from Contract Project hazards throughout the duration of the Contract Project. E.g. 6ft. Fence, Temporary Wall Partitions, Barrier Walls, Snow Fence, Sidewalk Shed, Guardrail, Signage and/or other equally effective means.) |
| *(Insert description and diagram here or attach at end of PSSP)*  BE SPECIFIC! |

## 7.0 Project Task Hazard Analysis

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| **Project Name/Phase:** |
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| --- | --- | --- |
| **Project Name/Phase:** | | |
| *Insert description here:* | | |
| **Minimum Project Site PPE Required:** | **Minimum Project Site Training Requirements:** | **Completed by:**  **Date:** |
| **SEQUENCE OF TASKS** | **POTENTIAL SIGNIFICANT HAZARDS** | **HAZARD CONTROL METHOD(S)** |
| ***Instructions:*** *List the basic steps required to complete the project’s scope of work. Align basic steps in chronological order.* | ***Instructions:*** *List the potential SIGNIFICANT hazards beside each step. Focus on what can cause harm and what can go wrong.* | ***Instructions:*** *List the control methods (e.g. substitution, engineering, administrative, PPE) required to ELIMINATE, ISOLATE or MINIMISE each SIGNIFICANT hazard.* |
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| **Project Name:** *Demolition of Steel Structure* ***(EXAMPLE)*** | | |
| **Minimum Project Site PPE Required:**  Hart hat, safety glasses, safety toe boots, high vis vest in high traffic/low lit areas. | **Minimum Project Site Training Requirements:**  OSHA 10hr Training | **Completed by:** L. Beaudin / L. Harmon  **Date:** 3/15/2016 |
| **SEQUENCE OF TASKS** | **POTENTIAL SIGNIFICANT HAZARDS** | **HAZARD CONTROL METHOD(S)** |
| ***Instructions:*** *List the basic steps required to complete the project’s scope of work. Align basic steps in chronological order.* | ***Instructions:*** *List the potential SIGNIFICANT hazards beside each step. Focus on what can cause harm and what can go wrong.* | ***Instructions:*** *List the control methods (e.g. substitution, engineering, administrative, PPE) required to ELIMINATE, ISOLATE or MINIMISE each SIGNIFICANT hazard.* |
| Scaffolding Stair Tower Use & Ladder Use | * + Scaffold Collapse   + Fall exposure   + Slips and trips   + Tip over   + Overhead falling materials   + Weight limit (ladder/stair tower) | * + Prior to use perform a daily inspection of scaffolding and its components by a competent person   + Prior to use perform an inspection of ladder   + Scaffolding properly tagged   + Clean walking/working surface(s)   + Clean boots prior to access   + Stair tower’s base plates installed and nailed to mud sill   + Only one person climbing stairs at a time   + No more than 3 persons on top deck of stair tower at any given time.   + Authorized personnel signage in place at all times   + Tie off ladder at top and cleat the ladder at the bottom   + Extend ladder 3’ above top landing   + Utilize ladder walk through extensions, install per manufacturer’s requirements   + Install rope/chain at top access way to close off potential fall hazard when not in use   + Install rope at stair tower to hoist and lower materials and tooling into work area |

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| **SEQUENCE OF TASKS** | **POTENTIAL SIGNIFICANT HAZARDS** | **HAZARD CONTROL METHOD(S)** |
| Walking/Working on top of Structure | * + Fall exposure   + Punch through   + Slips and trips   + Flammable work environment   + Overhead obstructions   + Pinch points | * + 100% fall protection   + Inspect harness before each use   + Harness 100% on and worn correctly   + Use of beam straps on existing steel   + Verify “fall clearance” calculation of fall protection as to not hit the floor beneath you in the event of a fall   + Fall Arrest Rescue method is the Aerial Lift and CALL 911   + Always choose the best and safest path of travel   + No smoking   + Do not stand/work under suspended loads   + Keep fingers and limbs out of pinch points |
| Cutting of Structural Steel | * + Arc flash (intense light)   + Oxygen and acetylene   + Trip over hoses   + Metal particles in eyes   + Hot sparks   + Fire   + Hot surfaces   + Sharp edges   + Holes   + Heat Stress | * + Utilize hot work permit (Ithaca City Hot Work or Contract College Hot Work Permit)   + Secure and Store Oxygen & Acetylene on cart   + Separate Oxygen & Acetylene tanks by 20’, if not to be used in 24 hours   + Ensure flash arrestors are in place on oxygen and acetylene tanks   + Wear welding hood, dark #5 face shield and dark safety glasses, welding jacket, welding gloves   + Inspect harness periodically and after burning to ensure no hot slag damaged harness   + Keep fire extinguisher near burning operation   + Keep hoses out of walking working paths and out of water   + Bend and brush hard hat/weld helmet, to reduce chances of particles getting in eyes   + Inspect hose connections for leaks/defects   + Install box fans if necessary to keep air circulating.   + Keep unauthorized employees out of Work Area.   + Take periodic breaks and stay hydrated. |

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| **SEQUENCE OF TASKS** | **POTENTIAL SIGNIFICANT HAZARDS** | **HAZARD CONTROL METHOD(S)** |
| Rigging and Hoisting out of demolished steel members | * + Overhead loads   + Stored energy   + Crane hazards, moving equipment   + Overhead Power Lines   + Another crane nearby   + Improper rigging   + Improper load calculations   + Failed rigging   + Traffic   + Headache ball | * + Do NOT stand under a suspended load   + Always utilize a tag line   + Have escape route in mind   + Daily equipment inspection   + Do not stand in blind spot   + Spotter   + Qualified rigger and signal person   + Radio and or visual communication between signal person and crane operator   + Inspect rigging prior to each use   + Properly dispose of defective rigging   + Store rigging properly, not out in mud, rain, on ground at end of day   + Know/calculate your load utilizing weights table provided or get with Engineer to calculate load   + Once rigging is free of load, watch out for swinging headache ball/rigging as it may sway and hit you, an object, or equipment   + Install box fans to keep air circulating, if necessary.   + Keep unauthorized employees out of Work Area. |
| Transportation of materials from crane dump site to scrap/trash dumpsters | * + Heavy awkward loads   + Unstable materials   + Pinch points   + Struck by   + Run over   + Live traffic   + Equipment hazards   + Stored energy   + Slips and trips   + Lack of communication | * + Know the loads weights, get help when needed   + Use your legs not your back   + Keep limbs, fingers feet, arms out of possible pinch points   + Do not stand in line of fire, have an escape route   + Use a spotter when backing flatbed haul truck   + Clear path of travel   + Do not park personnel vehicles or other material/equipment near dumpsters   + Secure any unstable loads   + Look before backing   + Make and confirm eye contact with operator   + Radio and/or visual communication |

Form HS9\_CN\_TMP Effective