Creole Industries

Contracting Group

Campus Lake Gazebo Project
Safety Plan

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Table of Contents

1.0 General Information

1.1 Creole Industries' Mission Statement:

Committed to the health and safety of our employees, subcontractors, customers, and community. Creole Industries continues to thrive with the highest level of quality construction services with our number one priority being the well being of our contacts. Along side professionalism, integrity honesty, and fairness, we are committed to providing a safe and healthful work environment.

1.2 Objective:

The objective of this document is to establish a plan for implementing the company safety program at the Campus Lake Gazebo project. This plan's purpose is to decrease losses, meet regulatory compliance requirements, and implement site safety regulation established by Creole Industries Contracting Group along with OSHA standards.

1.3 Site Information:

Campus Lake Gazebo Project

1.4 Duration:

11 Hours

1.5 Key Personnel:

Project Manager: Clayton Guillory
Superintendent: Derek Simoneaux
Foreman: Parker Farris
Safety Officer: Nicholas Light

2.0 Project Specifics

2.1 Scope of the Project:

The construction of a 12' x 6' rectangular gazebo, for public use, will be at Louisiana State University near the Campus Lake on South Stadium Drive.

2.2 Site Conditions:

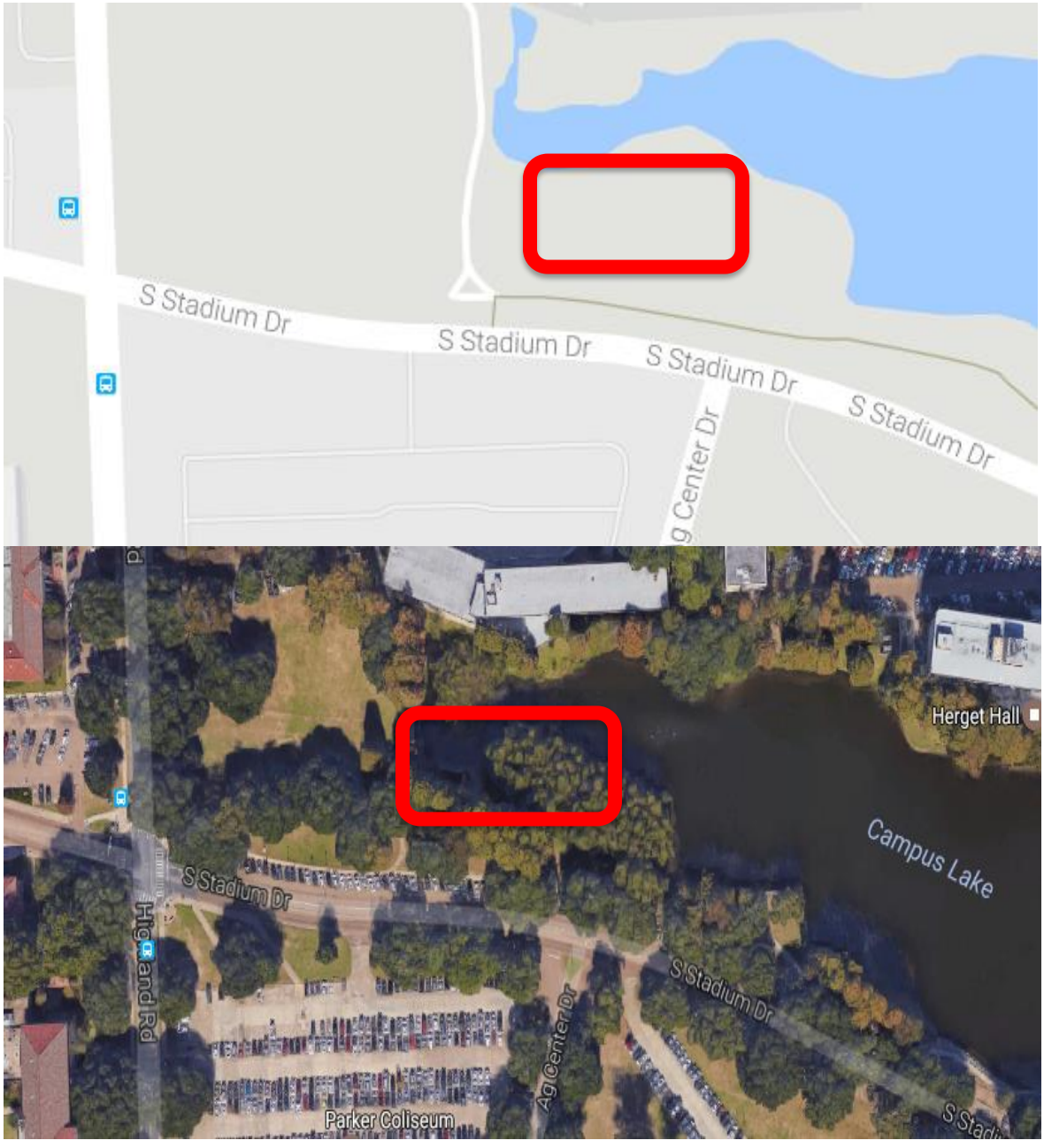
Site work includes a excavation of compacted soil and removal of a few trees and trimmings of other tree branches.

2.3 Site Surroundings:

The Construction site is located in the middle of a highly populated and busy campus so special considerations must be taken. Public safety is the first

priority and the perimeter of the site is fenced off to ensure this. Noise, dust and trash pollution will be kept to a minimum by working designated hours (7:00a-6:00p), and maintaining good housekeeping on and around the site. Construction parking will be an issue as there will be no onsite parking and only a few street parking spots will be reserved near this area.

2.4 Site Location:



3.0 Health and Safety Responsibilities

3.1 Creole Industries Contracting Group Team:

3.1.1 Project Manager—

3.1.1.1 Coordinate pre-planning meetings for the safety of th project site.

3.1.1.2 To ensure that Safety issues and Health problems are managed with the same, if not greater, priority as production and quality.

3.1.1.3 Dedicate all project resources toward the safety of anyone and everyone who may come in contact with said resources.

3.1.2 Superintendent—

3.1.2.1 Implement all of Creole Industries Contracting Group's safety program and policy.

3.1.2.2 Promote accident prevention through constant communication.

3.1.2.3 Conduct weekly safety meetings.

3.1.2.4 Provide and maintain all conducted safety meeting minutes in their entirety.

3.1.2.5 Identify hazards and advise on proper and approved safety guards and PPE.

3.1.2.6 Conduct new employee safety orientation.

3.1.2.7 Aid in scheduling/coordinating pre-planning meetings for the project.

3.1.2.8 Maintain and review all subcontractor JSA's for completeness and knowledge.

3.1.2.9 Require all subcontractors/employees to comply with health and safety regulations.

3.1.2.10 Maintain copies of Creole Industries safety manual and OSHA forms.

3.1.3 Foreman—

3.1.3.1 Implement Creole Industries Contracting Group's safety program and policy.

3.1.3.2 Identify and correct hazards.

3.1.3.3 Take a role in conducting the weekly safety meetings on site.

3.1.3.4 Notify superintendent of any and all safety concerns in a timely manner.

3.1.4 Safety Officer—

3.1.4.1 Act as a resource to the company for any and all safety issues or violations.

3.1.4.2 Monitor safety performance on the project through observation, inspection, corrective action, and documentation.

3.1.4.3 Develop and maintain the safety-training program for all current employees.

3.1.4.4 Assist in project safety planning.

3.1.4.5 Conduct routine inspections of job sites.

3.2 Employees:

3.2.1.1 Attend new hire orientation and complete safety/orientation checklists.

3.2.1.2 All new hires must complete a specific training before entering the job site covering all topics and hazards mentioned in section 5.0 Job Hazard Analysis of this document.

3.2.1.3 Work in a safe manner at all times and comply with all safety rules, procedures and requirements by both the company and OSHA's regulation.

3.2.1.4 Report all accidents, near misses and unsafe conditions, no matter the severity.

3.2.1.5 Attend all safety meetings.

3.3 Subcontractors:

3.3.1.1 Provide a site-specific safety plan prior to any work initiation on the job site.

3.3.1.2 Report all accidents and unsafe conditions, regardless of the severity.

3.3.1.3 Work in a safe manner at all times and comply with all safety rules and requirements.

3.3.1.4 Attend weekly safety meetings.

3.3.1.5 Provide JSA on a frequent basis.

4.0 Creole Industries Safety Standards

(Includes, but is not limited to:)

4.1 Safety Meetings—Project team will hold a weekly safety every Monday morning at 8:00am. Attendance of all persons on site is mandatory. The meeting topics, discussion and attendees will be documented and kept in the Creole Industries job site office trailer.

Safety Meeting Attendance Sheet
Department Name

Department and Division					
Meeting Date:		**Time:**		**End of Meeting:**	
Meeting Location:					
Name/Title of Employee Conducting Meeting:					
Employees In Attendance					
Employee Name			**Employee Signature**		
Not Present					
Attach additional name and signature sheets if necessary					
Meeting Topic(s):					
Suggestions/Recommendations to improve workplace safety and health:					
Actions Taken:					
Manager/Supervisor Signature:					
Date:					

Distribution: **Original** to Division Safety Meeting File
Copy to Department Safety Coordinator

4.2 New Hire Orientation—Each new hired employee will be required to attend a new hire orientation prior to being assigned to work so they are aware of the job specifics and safety guidelines. Subcontractors shall orient each new individual who works onsite.

4.3 Drug and Alcohol Policy—All employees are required to be pre screened and subject to random drug testing. Alcohol or drugs are not to be consumed on premises before or during work hours. No smoking or tobacco is allowed on the project site.

4.4 PPE—All persons onsite must wear appropriate attire, which includes hardhat, high visibility vest or shirt, eye protection, pants and work boots at all times. Other PPE including gloves, earplugs, respirators, face shields, and suits shall be used as appropriate for the tasks being performed.

4.5 Housekeeping—Housekeeping is the responsibility of all subcontractors and must be done on a daily basis. Construction debris poses tripping hazards and fire potential so it is vital that all access be maintained at all times.

4.6 Assured Grounding Program—An individual is assigned to check power cords, spider boxes, light cords and extension cords on a daily basis to ensure they are in good condition eliminating the possibility of electrocution or fire. Creole Industries' Assured Grounding Check Sheet must be filled out and commenced each day.

4.7 JSA—Job Safety Analysis are required to be completed by each on site subcontractor for them to identify hazards associated with their work. JSA's are to be turned into the superintendent no later than 2:00 pm each Wednesday. The superintendent will review, incorporate, and discuss at the following Monday morning safety meeting.

4.8 Hazard Communication—Every container brought onsite must be properly labeled and documented.

5.0 Job Hazard Analysis

Below is a Jobsite Hazard Analysis for the Project team. The team established the tasks, discussed the hazards and determined how they would be prevented or controlled. While this assessment is a good summary it is not all-inclusive. Having subcontractors fill out and provide their JSA's in a timely manner will present even more safety awareness and prevention.

A JSA (Job Safety Analysis) should be correctly filled out as follows:

Job Safety Analysis Worksheet

Title of Operation: Framing in Gazebo	**SOP/SWP No:**
Position/Title: *(Person who does job)* Carpenter	**Building:**
Department:	**Section:**

BASIC STEPS	POTENTIAL HAZARDS	PROCEDURE TO BE FOLLOWED (DOs)	SAFETY PRECAUTIONS *(if procedure does not fully control risks)* (DON'Ts)
Lift wood beam.	Back strains, dropping beams, falling	Lift with machine if needed. Strap a harness beam	Use help from other workers
Set beam in place.	Crushing fingers, dropping the beam, muscle strains	make sure appendages are clear of beam. Don't do it alone	use help from other workers. If on ladder, use harness
Fasten beam with nails/bolts/screws.	unsafe use of power tools, finger/hand injuries,	make sure cords are safe, clear hands/fingers from drilling areas, ect.	If on ladder use safety harness. Make sure power tools are in safe usable condition.

Prepared by: Nicholas S. Light	**Date:** 4/26/17
Approved by:	**Date:** 4/26/17
H&S Rep/Committee Reviewed:	**Date:** 4/26/17
Next Review Date < 5 yrs:	

Job Safety Analysis Worksheet

Title of Operation: Roof work/Shingling	**SOP/SWP No:**
Position/Title: *(Person who does job)* Roofer/Carpenter	**Building:**
Department:	**Section:**

BASIC STEPS	POTENTIAL HAZARDS	PROCEDURE TO BE FOLLOWED (DOs)	SAFETY PRECAUTIONS *(if procedure does not fully control risks)* (DON'Ts)
Lay Tyvek or similar material	Slipping/falling	use a full body safety harness and lanyard	
Spread shingles	Slipping/falling	use a full body safety harness and lanyard	
Nail shingles	Slipping/falling, nailing yourself	use a full body safety harness and lanyard	Don't nail your hand/finger. Make sure nail gun is safe to use. Use guns in air (no)

Prepared by: Nicholas S. Light	**Date:** 4/26/17
Approved by:	**Date:** 4/26/17
H&S Rep/Committee Reviewed:	**Date:** 4/26/17
Next Review Date < 5 yrs:	

Only competent persons shall be allowed to complete specific tasks. According to OSHA a “competent person is a one who is capable of identifying existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous, or dangerous to employees and who has authorization to take prompt correct measures to eliminate them.”

5.1 Demolition

Hazards	*Controls*
Collapsing Structure	Trace and understand load paths prior to demolition of any trees as this project has non structural demolition
Dust and Flying Debris	Use water control, exhaust fans, vacuums, and good housekeeping to control.
Pits, Holes, Leading Edges, and Waterfront.	Barricade off area, cover, warning signs, and temporary railing.
Overhead work	Use goggles or face shield.
Existing Utilities	Order locate and safe off prior to start.

5.2 Earthwork

Hazards	*Controls*
Active Utility Lines	Order locates and use spotter when digging if any lines should be near by.
Excavation	Proper shoring and sloping areas taped/barricaded off.
Moving Equipment	Equipment shall have backup alarms, maintaining a keep safe distance of 15 feet. Make eye contact with the operator.
Vehicle Fires	Fire extinguishers readily available.

5.3 Site Utilities

Hazards	*Controls*
Trenching	Proper shoring, barricades, and warning signs.
Moving Equipment	Equipment shall have backup alarms, maintaining a safe distance of 15’. Make eye contact with the operator.
Utility Lines	Order locate prior to any work

5.4 Concrete

Hazards	*Controls*
Concrete Burns	Wear gloves and safety glasses.
Rebar Impalement	Cap all rebar.
Pouring	Watch out for trucks, pumps, and wear eye protection.

5.5 Erection

Hazards	*Controls*
Falls	Provide fall protection plan and follow it, watch for moving loads.
Hoisting Loads	Properly rigged equipment, no work under loads, and awareness of hoisting operations

5.6 PVC

Hazards	*Controls*
Eye Injuries	Eye protection.
Tool injuries	Tools in good repair; use blade guards. Don't defeat safety devices on tools. Check power cords.
Falls	Make sure ladders are properly used and erected. Use barriers if necessary.
Hand Injuries	Use gloves when handling material and tools.

5.7 Roofing

Hazards	*Controls*
Falls	Stay within bump line and use personal fall arrest system.
Falling Loads	Properly barricade off area.
Foot and Hand Injuries	Wear gloves and safety shoes.
Hot Work	Fire watch, extinguisher, hose within 10'.
Holes	Label "HOLE" to secure the roof.

5.8 Framing

Hazards	*Controls*
Back Strains and Injuries	Conduct proper lifting and do not overexert.

5.9 Flooring

Hazards	*Controls*
Back injuries	Lift properly.

5.10 Paints

Hazards	*Controls*
Paint Fumes	Use adequate ventilation, respirators if required, and proper storage of soiled rags.
Fire	Have proper fire extinguishers on hand.
Falls	Proper setup and use of ladders.
Dust	Wear proper PPE when sanding, use engineering controls and floor sweep for dirt.

5.11 Specialties

Hazards	*Controls*
Eye Injuries	Eye protection.
Falls	Proper setup and use of ladders.
Adhesives	Ventilation.

5.12 Electrical and Low Voltage

Hazards	*Controls*
Electrocution	Lock panel boards, tape and tag circuit breakers; check work with voltmeter before proceeding; and use insulating mats.
Falls	Proper setup and use of ladders.
Hand Injuries	Gloves

5.13 Landscaping

Hazards	*Controls*
Moving Equipment	Using backup alarms and keeping a safe distance.
Fertilizer and chemicals	Face masks and other breathing protection.

5.14 Sitework

Hazards	*Controls*
Moving Equipment	Using backup alarms and keeping a safe distance.

6.0 Resources:

6.1 Medical:

- 6.1.1 First Aid Kit- located in the office trailer.
- 6.1.2 Nearest Hospital- Lady of the Lake 5000 Hennessy Blvd, Baton Rouge, LA 70808.
- 6.1.3 Emergency Contact Poster- posted in office trailer.

6.2 Fire:

- 6.2.1 Fire Extinguishers- Located in office trailer.
- 6.2.2 Emergency Contact Poster- posted in office trailer.

6.3 Administration

- 6.3.1 OSHA Construction Standards- located in office trailer Superintendents Safety Binder.
- 6.3.2 The Creole Industries Contracting Group Safety Manuel- Located in office trailer Superintendents Safety Binder.
- 6.3.3 OSHA 300 Log- Posted in office trailer.
- 6.3.4 Accident Forms- located in office trailer in Superintendents Safety Binder.

7.0 Traffic Control

7.1 Anything that changes the flow of traffic (affects pedestrians or vehicular traffic) could require one or more of the following to be implemented

- 7.1.1 Flagging
- 7.1.2 Traffic control by employees

7.1.3 Channeling and barricading must be used to separate pedestrians from traffic

8.0 Emergencies

8.1 Emergency Protocol:

Senior person on-site shall:

8.1.1 Call 911
8.1.2 Contact Parker Farris (Safety Management Leader)
8.1.3 Account for all employees
8.1.4 If site will shut down tell them when to return to work.
8.1.5 If necessary, keep certain employees on site to hurt with the incident at hand
8.1.6 Notify owner of the project

8.2 Emergency Map

8.2.1 Evacuation Route:
8.2.1.1 Go down South Stadium Drive towards Highland Road.
8.2.1.2 Meet up point at the corner of Highland Road and South Stadium Drive.

8.3 Emergency Numbers

8.3.1 Located in office trailer in Superintendents Safety Binder

9.0 Accident Reporting & Investigation

9.1 ALL accidents, incidents or “near-misses” must be properly reported and documented. Superintendent will fill out the appropriate incident paperwork.

Construction Safety Inspection Checklist

Instruction: Place / next to each item that is satisfactory. Place **X** next to items with deficiencies. Mark deficiencies in COMMENTS section. Once corrected, record Corrective Action and Date next to item. If item is not applicable, place **NA**.
NOTE: This checklist is to identify **minimum** safety & health conditions and should not limit awareness to other safety and health hazards at the jobsite.

Site (Trailer)

	Safety Representative
	Emergency Phone Numbers Posted
	First Aid Supplies Accessible
	First Aid Supplies Stocked
	Eye Wash Available and Maintained
	Blood borne Pathogen Kit
	Fire Extinguisher
	Posters (OSHA, etc)
	Copy of Company Safety & Health Program & MSDSs
	Training Records including Tool Box Safety Meeting Records

Facility Security and Public Safety

	Site Perimeter Fence
	Warning Signs (hard hats, No Trespassing, etc.)
	Travel/Access ways (unobstructed and maintained)
	Adequate Lighting for Site and Public
	Necessary Detours, Canopies, Sidewalks
	Traffic Control Plan / Necessary Traffic Details
	Holes - protected by barriers/barricades/ MARKED covers
	Guardrails > 6 feet high
	Visitor Controls (Signs, Visitor PPE, etc)

PPE

	Hard Hats AT ALL TIMES
	Safety Glasses (goggles for liquids)
	Hand Protection
	Foot Protection
	Hearing Protection
	Protective Coveralls/Aprons (Chemical or Flame Resistant)
	Traffic Vests / Traffic Paddles
	U.S. Coast Guard Approved Life Jackets (work over water)

Housekeeping

	Exits and Access ways :Maintained / Unobstructed
	Trash Receptacles: Adequate Number / Maintained
	Materials Storage
	Projecting Nails
	Trash Piles
	Enclosed Trash Chutes (> 20 feet high)
	Toilet Facilities (adequate number)
	Contractors' Responsibilities

Some occupations (not a complete list) for which foot protection should be routinely considered are: carpenters, electricians, mechanics and repairers, plumbers and pipe fitters, structural metal workers, drywall installers and lathers, sawyers, welders, and laborers.

10.0 Fire Prevention Plan

10.1 General Fire Safety Measures:

10.1.1 No smoking allowed

10.1.1.1 All access routes shall be unobstructed and maintained.

10.1.1.2 Exit signs shall be posted in vicinity of exits.

10.2 Fire Hydrant:

10.2.1 Located on North side along Stark Street.

10.3 Class ABC Fire Extinguishers:

10.3.1 Locations: in office trailer

10.3.2 They will be located on outside and inside of office trailer

10.3.3 Monthly inspections will be performed on fire extinguishers to ensure they are properly charged and accessible.

10.4 Housekeeping:

10.4.1 Wood, cardboard, packing material, form lumber and similar combustible debris pose a hazard for ignition and must be removed on a consistent basis.

10.4.2 All exits and egress paths must be kept clean and free of debris and tripping hazards.

10.5 Hot Work - includes any work involving operations capable of initiating fires or explosions, including cutting, welding, brazing, soldering, grinding, thermal spraying, thawing pipe, torch applied roofing, or any other similar activity. The use of hot work equipment shall be in accordance with the following requirements, including a pre site inspection, fire watch and post inspection procedures.

10.5.1 Pre-Site Inspection:

10.5.1.1 Ensure the hot work site is clear of combustibles or combustibles are protected along with openings and other materials within close in proximity.

10.5.1.2 Ensure there are no exposed combustibles on the opposite side of partitions, walls, ceiling, floors etc. Fire extinguisher fully charged, operable and readily available.

10.5.2 Fire Watch:

10.5.2.1 The sole duty of the fire watch personnel shall be to watch for occurrence of fire during and after hot work operations.

10.5.2.2 Individuals designated to fire watch duty shall have fire-extinguishing equipment readily available and shall be trained in the use of such equipment.

10.5.2.3 Personnel assigned to fire watch shall be responsible for extinguishing spot fires and communication an alarm.

10.5.3 Post-Work Inspection:

10.5.3.1 The fire watch shall be maintained a minimum of 30 minutes after the conclusion of the work to look out for leftover sparks, slag or smoldering combustibles.

10.5.3.2 Hot work shall cease 2 hours prior to end of day.

10.6 Nearest Fire Department: City of Baton Rouge Fire Station 11

10.6.1 Phone: (225) 389-4657

10.6.2 Address: 3186 Highland Rd, Baton Rouge, LA 70802

11.0 Fall Protection Plan

11.1 General Fall Protection Information

11.1.1 Fall Protection will be used to protect workers exposed to a fall hazard of 6' high or higher.

11.1.2 When possible fall prevention methods (guardrails, warning lines, hole covers) will be used eliminate fall hazards, when the site conditions and work process make this impracticable, fall restraint systems will be used. Personal fall arrest systems will be utilized when neither fall prevention nor fall arrest systems can be used.

11.2 Guardrails

11.2.1 Guardrails are used to prevent exposure to fall hazards by barricading the exposed edge and preventing workers from falling.

11.2.2 Guardrails will have top rails at 42" plus or minus 3", mid rails at half of the height between the top rail and walking/working surface.

11.2.3 Top Rails must withstand a force of 200lbs at any point in the outward and downward directions. Mid Rails must withstand a forces of 150 lbs. in an outward or down ward directions.

11.2.4 Toe boards should be used for falling object protection when applicable; toe board should be a minimum of 3-1/2" high and have a maximum gap of ¼" between the working surface and the bottom of the toe board.

11.2.5 When guardrails are constructed of steel or synthetic rope they must be ¼" nominal diameter and flagged every 6'.

11.2.6 If ladders, stilts, baker scaffolds, or other means to elevate employees are used near guardrails the height needs to be increased to keep workers from falling over top of guardrail.

11.3 Warning Line System

11.3.1 The warning line system can be used to provide fall protection on roofs with a sloop of 4-in-12 or less. The warning line system must be erected on all open sides of the work area and consist of stanchion posts with flagged wire, rope, or chain.

11.3.2 The warning line must be a minimum of 6’ from the fall hazard and a minimum of 10’ from the fall hazard if mechanical equipment is being used inside the warning line area.

11.3.3 Points of access, materials handling areas, storage areas, and hoisting areas shall be connected to the work area by an access path formed by two warning lines. The access paths should be barricaded with a rope when not in use or the path shall be offset such that a person cannot walk directly into the work area.

11.3.4 The warning line rope must have a tensile strength of 500lbs, be flagged every 6’, be mounted at 39” above the working surface with sags no lower than 34”.

11.3.5 Stanchions shall resist a tipping over force of 16lb and the rope shall be attached at each stanchion in such a way that pulling on one section of the line between stanchions will not result in slack being taken up in adjacent sections before the stanchion tips over.

11.4 Hole Covers

11.4.1 Are used to cover holes, skylights, hatches, etc. that are 2” in diameter or bigger and are 6’ or higher to a lower level.

11.4.2 Be able to support twice the weight of the employees and equipment that would be on it at the same time.

11.4.3 Be secured to prevent accidental displacement.

11.4.4 Be marked with the word “hole”.

11.5 Fall Restraint System

11.5.1 System is used to restrain the worker before he is able to get to the fall hazard and thus prevents a fall from occurring and consists of an anchor point, connecting device, and harness.

11.5.2 The anchor point shall be capable of supporting 3000 lbs. The competent person should select that anchor point. When using engineered anchor points (beaver tails, etc.) follow owner’s manual on size and number of fasteners to use.

11.5.3 Connecting devices include rope grabs and lanyards. They must be positioned to stop the worker before they can fall off the edge. Connecting devices should be inspected monthly be a competent person and before each person by the employee using the gear. When inspecting look for damage to the connectors, webbing, shock pack (if applicable), and make sure labels are legible and intact.

11.5.4 Full body harness should be used in fall restraint, ensure that the harness is tightly fitted to the body so that is snug but still allows a wide range of mobility. The D-ring on the back should be between the shoulder blades and all loose ends should be secured.

11.6 Fall Arrest System

11.6.1 System is used to arrest a fall once is has occurred and consists of an anchor point, connecting device, and harness.
The anchor point shall be capable of supporting 5000 lbs. The competent person should select that anchor point. When using engineered anchor points (beaver tails, etc.) follow owner's manual on size and number of fasteners to use.

11.6.2 Connecting devices include rope grabs, lanyards, retractable (yo-yos), and horizontal/vertical lifelines. They must be positioned to stop a worker from free falling more than 6' and from hitting a lower level. Connecting devices should be inspected monthly be a competent person and before each person by the employee using the gear. When inspecting look for damage to the connectors, webbing, shock pack (if applicable), and make sure labels are legible and intact.

11.6.3 A full body harness should be used in fall arrest, ensure that the harness is tightly fitted to the body so that is snug but still allows a wide range of mobility. The D-ring on the back should be between the shoulder blades and all loose ends should be secured.

11.6.4 A rescue plan that will result in a prompt rescue of employees must be in place.

11.7 Fall Protection—Site Specific

11.7.1 Roof Work

11.7.1.1 Warning line system, use fall restraint or personal fall arrest systems beyond. Roofers can utilize safety monitor system.

11.8 Fall Protection – Rescue

11.8.1 This plan is to ensure prompt rescue of employees in the event of a fall or shall assure that employees are able to rescue themselves.

11.8.2 Hole covers, temp guardrails, warning line systems, and personal fall restraint systems are the preferred method of fall restraint system. If a fall occurs on a personal fall arrest system rescue shall be performed with a boom lift, scissor lift, or ladder.