

# SAFETY MANAGEMENT

**Tulsa District, Safety Office**

Jerry Cummings

February 2017

Military



Multipurpose  
Reservoirs



Hydropower



Interagency and  
International  
Support



MIKARNS

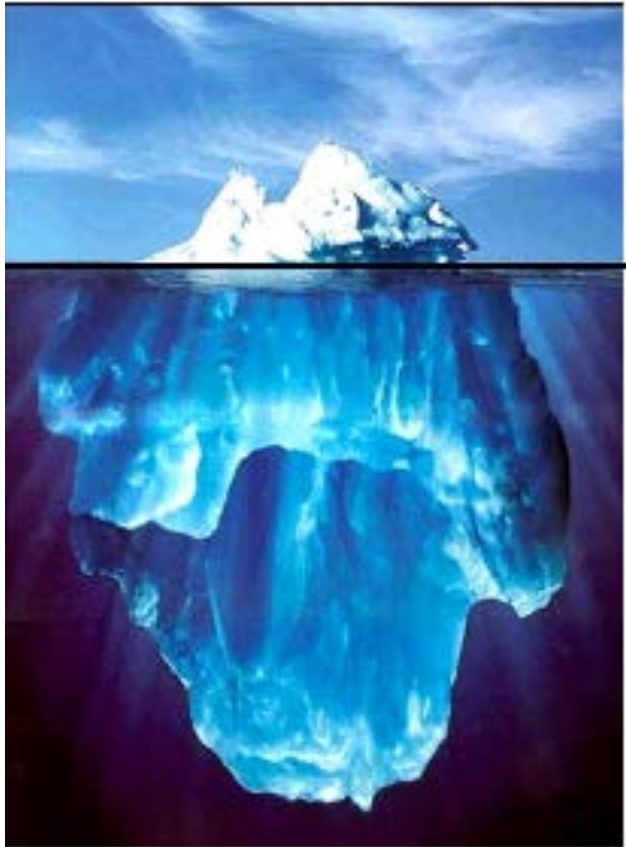


*"The views, opinions and findings contained in this report are those of the authors(s) and should not be construed as an official Department of the Army position, policy or decision, unless so designated by other official documentation."*



# Cost of an Accident

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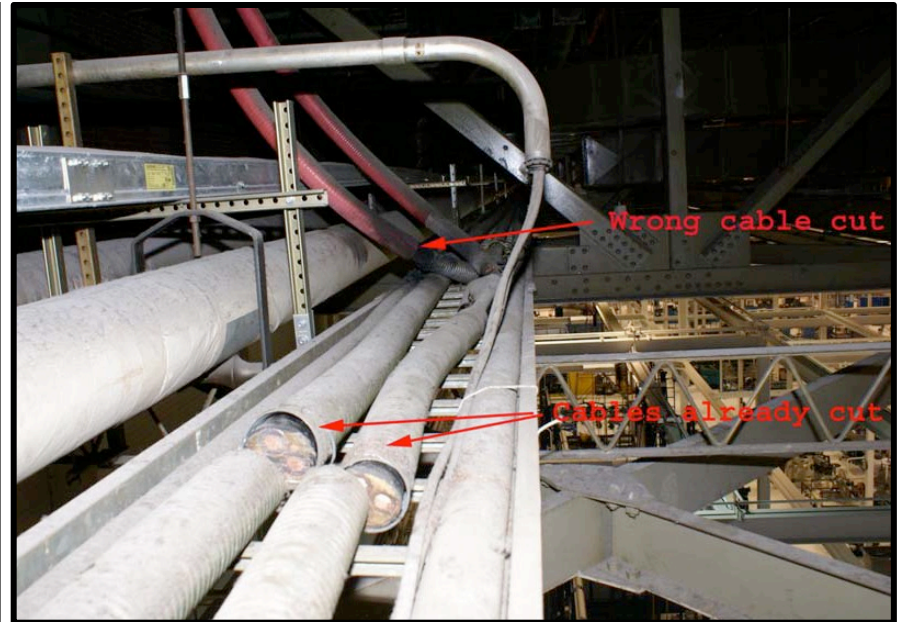


- **On the surface** (Direct Costs)
  - Injury, property damage
  
- **Beneath the surface** (Indirect Costs)
  - Lost Time
  - Cost of new equipment
  - Increased premiums
  - Production Delays
  - Fines & Legal Fees
  - Loss of future contracts

# CONSTRUCTION ACCIDENTS

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## Electrical



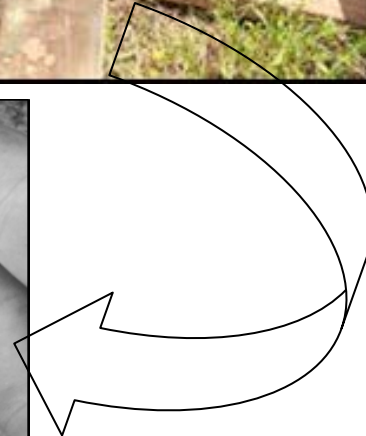
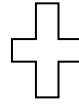
## Rigging



## Roofing



# Material Handling



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## Falls



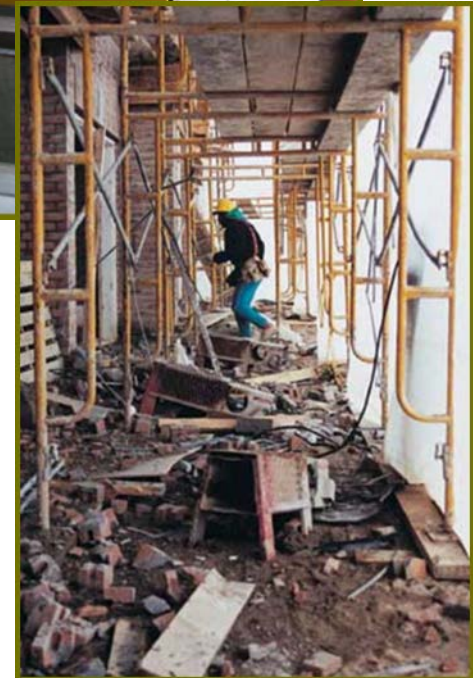
## Equipment Damage



# Keys to keeping your workers safe

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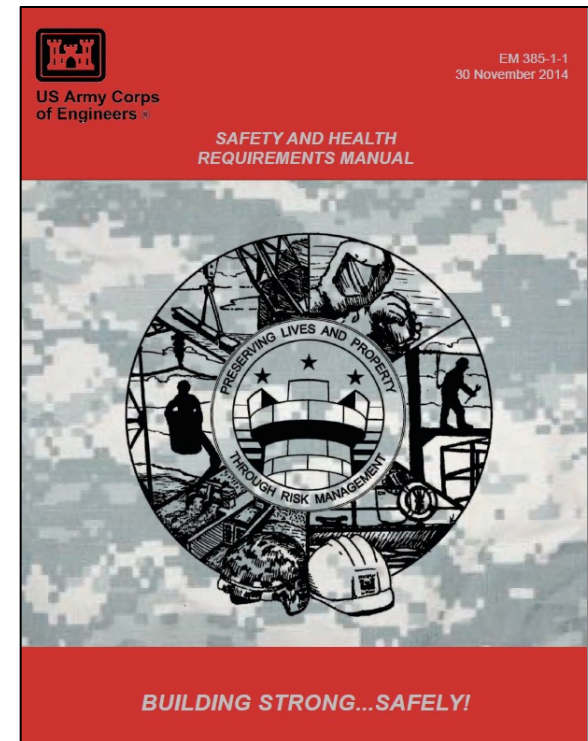
- ❑ Active Safety Program
- ❑ SSO is a fulltime responsibility
- ❑ General KTR's responsibility
- ❑ Quality Control & Quality Assurance resp...
- ❑ Qualified Competent Persons
- ❑ *Temps!*



# EM 385-1-1; Safety & Health Requirements Manual

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- Safety Reference for Corps of Engineer projects
  - 29 CFR 1910 (General Industry)
  - 29 CFR 1926 (Construction)
  - FAR Clause 52.236-13
  
- Table of Contents
  - Program Management to Confined Space
  
- Electronic version :
  - [http://www.publications.usace.army.mil/Portals/76/Publications/EngineerManuals/EM\\_385-1-1.pdf](http://www.publications.usace.army.mil/Portals/76/Publications/EngineerManuals/EM_385-1-1.pdf)





# Program Management

## Section 1

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- Accident Prevention Plan
- Activity Hazard Analysis
- Inspection Requirements
- Site Safety Officer
- Competent Person Requirements
- Indoctrination Training
- Safety Meetings
- Mishap Reporting
- Emergency Planning
- Visitors

# Accident Prevention Plan (APP)

## □ Accident Prevention Plan

- Minimum Outline
  - ✓ Appendix A
- Must be accepted
- Must include required programs
- Update as required
- Subcontractors provided copy

U.S. Army Corps of Engineers Safety Inspection Checklist Abbreviated Accident Prevention Plan			Date of Inspection
Location (Plant or Facility)	Contract Number		
Contractor Name	Project Name		
Inspector Name (Print)	Inspector Signature		
<i>This checklist serves as a guide only. It does not replace or eliminate the need to comply with the requirements set forth in Engineering Manual 385-1-1, Safety and Health Requirements Manual, dated XX September 2014. The references included in this checklist correspond to the applicable sections of EM 385-1-1.</i>			
<i>If service, supply and R&amp;D contracts with limited scopes are awarded, the contractor may submit an abbreviated Accident Prevention Plan. This APP shall address the following areas at a minimum. If other areas of the EM 385-1-1 are pertinent to the contract, the contractor must assure these areas are addressed as well.</i>			
Item Description	Yes	No	N/A
<b>1. Signature sheet</b>			
a. Includes the name, signature, and title of the Plan Preparer (Qualified person, i.e. corporate safety staff person, QC)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Includes the name, signature and title of the Plan Approver (e.g. owner, company president, regional vice president)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Includes the name(s), signature(s), and title(s) for Plan Concurrence (provide concurrence of other applicable corporate and project personnel(contractor))	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>2. Background information</b>			
a. Includes the Contractor Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Includes the Contract Number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Includes the Project Name.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Includes the Brief Project Description.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Includes the Location of the Project (map).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Includes a means to evaluate the work being done (see AHA requirements in 01.A.13) and associated hazards involved.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Addresses the identified hazards involved and the control measures to be taken.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Statement of Safety and Health Policy detailing their commitment to providing a safe and healthful workplace for all employees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>4. Responsibilities and Lines of Authorities</b>			
a. Includes the identification and job responsibilities of personnel responsible for safety - at both corporate and project level - including their resumes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Includes the lines of authority.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Training- new hire SOH orientation training at the time of initial hire of each new employee and any periodic retraining/recertification requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Procedures for job site inspections - assignment of responsibilities and frequency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CESO Checklist A-01, Sep 14			

# Activity Hazard Analysis (AHA)

Each work activity/new phase of work will have an AHA

- Job Steps
- Hazards
- Actions to eliminate hazards
- Equipment
- Training
- Inspection
- RISK ASSESSMENT CODE

Include names of competent persons

Hazard Analysis - LIBRARY FEATURE: CIP CONCRETE
©2 Nov 2009

Principal Steps	Potential Safety/Health Hazards	Recommended Controls
Use of These Concrete	Concrete pumping vehicle; Job, Personal Injury	Protect ground stability for pump truck placement. Equipment hazard must be covered with safety caps. Load/unloading must be regulated.
	Site Entry, Concrete Burns & Splatter to Skin	Freshly mixed concrete, mortar, or grout may cause skin injury. Avoid contact with concrete and wash exposed skin promptly with water. Ensure PPE is being utilized.
	Secure Job	Verify concrete placement area is properly marked. Secure personnel stands clear of boom. Always instructed to guide pump truck.

Hazard Analysis - LIBRARY FEATURE: CIP CONCRETE
©2 Nov 2009

Equipment to be used	Inspection Requirements	Training Requirements
Pump Truck Concrete Vibrator	Inspect all equipment prior to each use inspect all equipment prior to each use.	Only certified operators allowed to operate heavy machinery.

ACTIVITY HAZARDS ANALYSIS

Print Form  
 Date prepared: \_\_\_\_\_  
 Project location: \_\_\_\_\_  
 Prepared by: \_\_\_\_\_  
 Job: \_\_\_\_\_  
 Reviewed by: \_\_\_\_\_

Overall Risk Assessment Code (RAC) [The Highest Code]

Risk Assessment Code Matrix						
	Severity	Probability				
		Frequent	Likely	Occasional	Seldom	Unlikely
C	Catastrophic	E	E	H	H	M
H	High Risk	F	H	H	M	L
M	Moderate Risk	M	M	L	L	L
L	Low Risk	M	L	L	L	L

JOB STEPS	HAZARDS	ACTIONS TO ELIMINATE OR MINIMIZE HAZARDS	RAC
			[ ]
			[ ]
			[ ]
			[ ]
			[ ]
			[ ]
EQUIPMENT	TRAINING	INSPECTION	

Approval Authority: \_\_\_\_\_ Reset Form

# Mishaps (*Accidents*)

- ❑ All mishaps are reportable.....
- ❑ First Aid Cases
  - OSHA 1904 List
- ❑ Collaborative Effort!
  - Complete ENG 3394 w/  
assistance of Contracting Officer  
Representative
- ❑ First Aid / CPR training

The image shows the OSHA 1904 form, which is used to record work-related injuries and illnesses. It includes sections for:
 

- Employer Information (Company Name, Address, Phone, etc.)
- Employee Information (Name, Title, Department, etc.)
- Incident Details (Date, Time, Location, Description of Injury/Illness)
- Medical Treatment (First Aid, Medical Attention, etc.)
- Job Details (Job Title, Duties, etc.)
- OSHA 1904 List (Checkboxes for recording the incident on the OSHA 1904 list)

The image shows an ACTIVITY HAZARDS ANALYSIS form. It includes a Risk Assessment Code Matrix and a table for identifying hazards and actions to eliminate or minimize them.
 

Risk Assessment Code Matrix	Probability			
	Frequent	Occasional	Infrequent	Rare
E - Extremely High Risk	E	E	H	H
H - High Risk	H	H	M	M
M - Moderate Risk	M	M	L	L
L - Low Risk	L	L	L	L

### Lessons Learned

**ACCIDENT:** Finger caught in pinch-point between forklift forks and pallet.

**DATE:** 16 June 2015

**WHAT HAPPENED:** An employee was assisting the operator of an AIT-train, CEH1 T02, to unloader. They were attempting to push a load of pine from the front edge of a certain storage bin, further into the crane. The assisting employee was building small pieces of wood (2x4s) in front of the forks, between the forklift forks and the pallet being slid. As the operator moved the forklift forward to bring the forks into position, the employee's left pinky finger was placed a pinch-point danger area. The employee left pinky finger tip was severed as the forks moved forward.

**CONTRIBUTING FACTORS:**

- Employee placed fingers into pinch-point area
- Equipment/ tool chosen for task
- No signs/ warnings - Injured employee acted as signal person
- Operator oversight

**RESULTS:** Amputation of left fourth finger tip (at/just lost of bone)

**LESSONS LEARNED:** The worksite 2015-2-1, OSHA Safety & Health Requirements Manual (2005)

- OSHA-8 Each employee is responsible for complying with applicable safety and occupational health requirements, wearing prescribed safety and health equipment, reporting unsafe conditions/problems, preventing accidents/incidents, and working in a safe manner.
- OS 33.D The AHS shall be reviewed and modified as necessary to address changing site conditions, operations, or change of competent/qualified personnel.
- OS 8.6 Where manual hand signals are used, only one person shall be designated to give signals to the operator. This signal person shall be located to see the load and be clearly visible to the operator at all times.
- 34-A.103 Material handling devices shall be available for the material handling needs of an activity.

**ACTIONS TAKEN:**

- Review PHS to ensure all involved understand the associated hazards
- Use spotters for similar operations & tasks
- Consider pallet jack or another method to move items further into storage area.



# Identifiers to a safe project site

- ❑ Project Safety bulletin board
- ❑ Active safety officer
- ❑ Inspections documented
- ❑ Organized site (housekeeping)
- ❑ Information posted
- ❑ Documentation on hand
- ❑ Safety Deficiency Tracking System

**PROJECT SAFETY BOARD**

**1** Job Safety and Health OSHA It's the law!

**2** Date of Last Workday Injury  
Nov. 22, 2007

**3** Safety Deficiency Tracking

**4** Map to Nearest Emergency Care Facility

**5 & 6** Activity Hazard Analysis

**7** Safety Deficiency Tracking

**8** ACCIDENT PREVENTION PLAN  
Contract # 0009-Z-1234  
Smith Canal Project  
Brook Derke Const. Co.

**9** Activity Hazard Analysis

Defect	Severity	Priority	Responsible Party	Due Date	Status
...	...	...	...	...	...



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# Questions

# Tulsa District Contracting

John Nadig



Multipurpose Reservoirs



Hydropower



International Support



MIKA RNS



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# CONTRACTING DIVISION

- Real ID Act of 2005
  - Current OK drivers licenses are not Real ID compliant
  - OK has limited extension through June 6, 2017
  - OK licenses will then not be honored when entering military installations
  - Specific access requirements can vary by installation
  - Contractors are responsible to ensure their employees have appropriate identification for access
  - Examples of alternative forms of ID: US Passport, US Military ID, US Permanent Resident Card, etc.
- eSRS – submit timely
- Contract and Task Order numbering change (end of March)
- Preference that construction contractors utilize a commercial electronic payroll submittal system
  - Examples: EMARS, LCPtracker, Elation, Hill International, etc.
- Read evaluation criteria closely
  - Be sure that you provide all requested information
  - Do not go past page limitations



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# Tulsa District Small Business

Gene Snyman



Military

Multipurpose  
Reservoirs



Hydropower



Interagency and  
International  
Support



MIKARNS



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# Mentor Protégé

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## New Mentor Protégé Regulations: Implementation of Mentor Protégé Program for **all** Small Business Concerns

- The SBA has established a new mentor protégé program **similar to the 8(a) mentor protégé program**.
- While this program is similar to the 8(a) mentor protégé program, the **8(a) program will continue** to operate and be processed separately, addressing the concerns that are unique to 8(a).
- **8(a) firms may also transfer the mentor protégé relationship** when it leaves the 8(a) Program as long as the firm notifies the SBA in writing and provided that the firm is still qualified for the program to which it is transferring.

# Mentor Protégé

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- Designed to encourage approved mentors to provide various business development assistance to protégé firms
- Purpose to enhance the capabilities of the protégé in meeting its business plan goals
- Accomplished through approved agreement that generally includes
  - Technical and/or management assistance
  - Financial assistance (like equity investment, loans, subcontracts and prime contract performance, **including JVs**)

# Mentor Protégé

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- Mentor qualifications
  - Can be a small business-**New Rule**
  - Favorable financial health- **NEW Rule** -Must meet the requirements of the MPA
  - Good Character/Not debarred/suspended
  - Generally, can only have **one protégé at a time**, but the absolute cap is 3 (for any SBA Program e.g. 8a MP)
  - There would have to be a demonstration that the additional mentor protégé relationship would **not adversely affect the development of the protégé** firm (any of them), by being a competitor, etc.

# Mentor Protégé

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- Protégé Qualifications

- [Be in the developmental stage or] GONE
- [Never received an 8(a) contract] or GONE
- [Have a size standard that is half the size standard corresponding to its NAICs Code] GONE
- Good standing/no proceedings
- Generally, can have **only one mentor**, but no more than 2
- [May not be a protégé and a mentor at the same time] GONE

# Mentor Protégé

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A Firm can be a Mentor and a Protégé at the Same Time

- The final regulation allows a firm to be both a mentor and protégé at the same time where it **can demonstrate that the second relationship will not compete with the first.**

# Mentor Protégé

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## Benefits of the Mentor Protégé Relationship

- A protégé may JV with its SBA approved mentor and qualify as a *small business* for any Federal government contract or subcontract, provided that the protégé qualifies as small for the size standard corresponding to the NAICS Code assigned to that procurement.



# Mentor Protégé

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## Written Mentor Protégé Agreements

- The SBA believes the benefits identified in the MPAs should be **clearly and specifically identified and tied to protégé's business plan**.
- This identification and measurement includes a **timeline for the assistance** delivered.
- The regulation also clarifies that a subcontract from a mentor to a protégé or a protégé to a mentor can be developmental assistance authorized by the MPA.
- The final regulation will continue to authorize **two three-year MPAs** with different mentors, but will **allow each to be extended** for a second three years provided the protégé has received the agreed upon business development assistance and continue to receive assistance.

# Mentor Protégé

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## Written Mentor Protégé Agreements

- SBA will not approve the agreement if the SBA determines that the assistance to be provided is **not sufficient to promote any real developmental gains** to the protégé or if the SBA determines that the agreement is **merely a vehicle to enable the mentor** to receive small business contracts
- The mentor protégé agreements submitted to the SBA for approval must identify **how the assistance to be provided by the mentor is different** from the assistance provided to the protégé through another mentor protégé relationship, either with the same or a different mentor
- The agreement will be **reviewed annually** by the SBA

# Mentor Protégé

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## Mentor Protégé Programs of Other Departments and Agencies

- The NDAA 2013 specifically excluded the Department of Defense's mentor protégé program, so that will not be dealt with here.
- Under the provisions of the NDAA, the **other agencies** or departments that are currently operating a mentor protégé program **may continue to operate that program for one year** and then go through the SBA's approval process in order to receive the mentor protégé benefits of the SBA.