Scaffolds must be designed by a Registered Professional Engineer above 125 feet. Metal scaffolds must be tied, guyed or outriggers be used when the scaffold exceeds three times its base. Ensure planks are close together and that standard guardrails as well as 4-inch high scaffolds are able to sustain their maximum intended load and the TRIM decibels. Conduct routine hearing tests and provides training on how to wear employer supplied hearing protection. Cal/OSHA requires hearing protection to be worn when the 8-hour time weighted average is 90 dBA and Northrop Grumman may recommend a noise monitoring assessment. Not only does noise cause hearing loss, it could induce a conductor from conducting a task safely. Contractors must also consider Northrop Grumman employees as well as residents during construction activities, and excessive noise levels may need to be done during off hours. Consult local agency for operations and permitting requirements.

Personal Protection Equipment: Your employer must determine the appropriate personal protective equipment to be worn for the hazards you work with and train you on how to use this equipment as well as its limitations. Cal/OSHA’s respirator and hearing conservation standards also require your employer to conduct health monitoring as well as have written programs for their use. Regardless of whether or not the program is written, if your employer provides you with the equipment, it is your responsibility to use the protective equipment correctly. It is important to minimize the risk of chemical exposure in consideration of Northrop Grumman personnel, given that most personnel do not routinely wear personal protective equipment. Otherwise, consider conducting your construction activity during off hours.

Tools: Tools are part of every contract job and shall be used in a safe manner and not altered from manufacturer specifications. There are additional requirements for powered hand tools such as the tool must be kept in a condition case when not in use and the contractor must carry a valid operator’s training card. Powder coated tools shall not be loaded until just prior to use and a sign must be posted in the area of use indicating Caution: Powder Coated Tool in Use.

Scaffolds: Scaffolds serve as a temporary work platform associated with many construction projects at Space Park. Because of the inherent design characteristics of working at heights associated with falls or collapse of the scaffold, it is important that a scaffold is erected and dismantled under the direction and supervision of a qualified person possessing certification of competency. Additionally, toe and coupler scaffolds must be designed by a Registered Professional Engineer above 125 feet. Metal scaffolds must be tied, guyed or outriggers be used when the scaffold exceeds three times its base. Enplace planks are close together and that standard guardrails as well as 4-inch high guard rails are installed on all open ends of the scaffold. Ensure all scaffolds are able to sustain their maximum intended load and the load is placed at a conspicuous location preferably on the inspection tag. The scaffolding company is required to notify DOSH 24 hours in advance of erecting platform scaffolds in excess of 58 feet. Suspended or swing stage scaffolds are connected to outrigger beams capacity supporting at least four times their intended load and tied back to solid structure. A harness and lanyard must be worn in the swinging stage and have independently anchored drop lines. Powered industrial trucks and personal lifts are to be exactly level, engaged and locked at a safe speed if power is lost. Northrop Grumman requires the qualified contractor to inspect any scaffold daily prior to use.

Smoking: Smoking is allowed in designated areas 100 feet from building entrances. At no time is a person is allowed to smoke and conduct construction activities.

Water Quality: During any construction or demolition activity, including, but not limited to, clearing, grading, grubbing, or excavation, or any other activity that results in a land disturbance of equal to or greater than one acre, construction contractors must implement specific Best Management Practices or BMPs, achieve pollutant-specific discharge standards, and conduct much more rigorous monitoring based on the project’s projected risk level. Discharge of sediment will be strictly monitored by the contractor prior to entering the storm drain.

Environmental Safety and Health (ESH) (Compliance questions, hot work request) 310.812.9711

Non-Emergency Numbers: 310.812.2700

EMERGENCY: If the alarm sounds, secure what you are doing and immediately report to the designated evacuation staging area. Ask the point of contact for the location of the evacuation staging area. In an earthquake, duck under a table or other cover and keep clear of the overhead building components.

CONTRACTOR PAMPHLET Requirements for Your Safety, Health and the Protection of the Environment Northrop Grumman Corporation Space Park Facility

IMPORTANT TELEPHONE NUMBERS

Life Threatening (Fire, medical emergency, uncontaminated hazardous material spill, threat to life) 310.812.9911

Non-Life Threatening (Outages, flood, security escort request, contaminated hazardous material spills) 310.812.9711

Non-Emergency Numbers: 310.812.2700

Printing Instructions: Print on 11" x 17" (Tabloid) paper. Turn the print over and re-insert into the print tray making sure the arrow is facing in the “up” direction. Print the “contractor_B” .pdf file to make a two-sided pamphlet. Trim on solid lines, accurately make folds on dashed lines indicated on this side. Fold as shown to fit in pocket.
Hazardous Materials and Waste

Northrop Grumman Space Park requires all hazardous materials to be approved prior to bringing the products on the site. In order to determine eligibility, a contract representative must log into the “OASIS” database:


A product may be approved for use on site with or without modifications. If a product is approved for use, it may be used on site as long as the specific restrictions are followed. If the product is desired for use at Space Park, it is not allowed on site and an alternate product must be found. If the product is not on the list or a case-by-case review is required, a contract representative will be required to complete Northrop Grumman Systems Form 734.*Contractor hazardous materials and waste must be properly stored and disposed of in accordance with all applicable state and local regulations and how the product will be applied. Legible and current material safety data sheets are also required to be submitted along with the Systems Form 734 to the point of contact. The ESH Department will review the product for compliance with regulations and will inform the point of contact whether it is approved, restricted, or denied for use at Space Park. If approved or modified, the point of contact will provide “Supplier Hazardous Material” stickers to be placed on product containers to indicate the product has been approved for use at Space Park.

Asbestos

Because of their insulation, heat resistance and other inherent properties, asbestos containing materials (ACMs) were once used in building materials such as pipe insulation, floor tile, floor adhesives and roofing materials. If disturbed, the fibers could become airborne and result in adverse health effects. It is for protection the ESH department is notified of any suspected ACMs in order to determine appropriate action prior to removing or managing ACMs. Certain construction projects will require the use of an approved asbestos abatement contractor who will be required to prepare an abatement plan while the point of contact will contract a third party contractor to conduct air monitoring.

**Confined Space** Contractors requesting an entry into an on-site confined space must have submitted a written confined space entry program within the past year for ESH review and acceptance. The program shall include permit system for preparing and reviewing permits, copy of the contractor’s permit, written safe entry procedures as well as rescue procedures. Calibration records as well as training certifications for entrants, attendants, supervisors and applicable rescue personnel will be reviewed for each entry. First aid and CPR certifications will be required if contractors will conduct their own rescue. Contractors will notify ESH 48 hours in advance of entry to receive a notification tag. The contractor is responsible for completing their own rescue and their entry permit as well 24 hours in advance of entry. Contractors is responsible for all monitoring, ventilation and rescue equipment.

*Contractors who fail to follow ESP Programs will be subject to management review in determining the level of disciplinary action.

**Cranes (mobile) and Helicopter Lifts** Contractors are required to complete a crane lift plan (Form 5707) for ESH review and acceptance. Contents of the lift plan include the date of the proposed lift, crane type (e.g. telescopic boom, lattice boom, etc.), description of the proposed lift, description of rigging including any capabilities and a contingency if the load drops. The crane company must also submit crane operator’s certificate (unless boom less than 25 feet or maximum rated load capacity of less than 10,000 pounds) scale calculation, and load charts for crane and rigging and the State of California Department of Industrial Relations (CDIR) annual and quick annual (4 year) proof load certifications.(If the crane is greater than 3 tons. Once approved, the crane operator is required to contact ESH for crane lift permits.

**Excavations** Excavations 5 feet or greater will require a project permit or an annual permit from Cal OSHA if a person will enter to the excavation. Those contractors with an annual or project permit will be required to notify CDIR 48 hours prior to entry. A competent contract person will ensure the soil is classified to determine slope as well as inspected daily prior to entry per Cal OSHA requirements. There must be an extension ladder in the excavation at a depth of 4 feet or greater as well as and every 25 feet of lateral travel. Excavations greater than 20 feet will be designed by a registered professional engineer and reviewed by ESH. Confined space requirements such as air monitoring, permitting and training also be required during certain excavations.

**Fall Protection** Fall protection equipment is required to be worn at Northrop Grumman anyplace above 6 feet on a platform without a railing, within 6 feet of any unprotected edge, or within 6 feet of the roof’s edge without a 24-inch parapet. Equipment shall be rigged so a contractor cannot free-fall more than 6 feet and be secured at or above the fall level. Self-rescuing lifelines or 150-feet are sometimes used as part of a fall arrest system and anchors must support at least 5,000 pounds. Anchorage points for personal fall arrest must be attached to separate anchorages to a suspended platform and must be capable of supporting at least 5,000 pounds. However, anchorages are non-usable type, support at least 500 pounds of pull and must include the name of the contract personnel, contract company, date of installation as well as the reason for de-energizing the switch/panel. Ensure the electrical circuits are tested with a calibrated meter by a qualified electrical worker to verify “ZERO” energy state and notify Facilities (310.813.2773). Training records must be reviewed and accepted by the ESH department, followed by notifying Facilities (310.813.2773). Safety Data Sheets (SDS) must be completed at the point of contact and Northrop Grumman Facilities must be contacted 24 hours in advance of the shut down. Howsoever, the contractor must work on electrical equipment “energized” and must have submitted training records covering the NFPA 70E. Standard to the ESH department for review and acceptance. Additionally, the contractor must submit to ESH and Northrop Grumman Facilities prior to entry of energized equipment.

*Contractors who fail to follow ESH Programs will be subject to management review in determining the level of disciplinary action.

Air Quality

The South Coast Air Quality Management District (SCAQMD) indicates certain equipment must have a permit. Such equipment include air guns, abrasive blasting, concrete crushers and blast cabinets. Permitted equipment must be operated in permitted conditions, including monitoring and recordkeeping. Internal combustion engines such as generators used for construction activities above 50 horsepower must also be permitted, but not need to recordkeeping. All permit fees are the responsibility of the contractor. Except for generation, permits must be provided to ESH in advance of the equipment arriving on site. Severe cleaning must be carried out under SCAQMD rules. Uncertified emissions of dust, colors and smoke are prohibited.

Asbestos

Because of their insulation, heat resistance and other inherent properties, asbestos containing materials (ACMs) were once used in building materials such as pipe insulation, floor tile, floor adhesives and roofing materials. If disturbed, the fibers could become airborne and result in adverse health effects. It is for protection the ESH department is notified of any suspected ACMs in order to determine appropriate action prior to removing or managing ACMs. Certain construction projects will require the use of an approved asbestos abatement contractor who will be required to prepare an abatement plan while the point of contact will contract a third party contractor to conduct air monitoring.

• General Safety and Environmental Rules for Contractors
• Contractor Notification List
• Warning signs

Providing you with safe work procedures

• Conducting weekly tailgate meetings and documented safety inspections

Providing your employer and/or General Contractor are responsible for:

• Providing you with safe work procedures

• Conducting weekly tailgate meetings and documented safety inspections

Providing first aid and directions to the medical facility

• Enforcing applicable environmental safety regulations as well as to your subcontractors

• Correcting any deficiencies or notifying the point of contact

• Submitting an Injury Illness Prevention Program to point of contact for ESP review

• Having a recognition program for performance

• Implementing a disciplinary procedure for any infractions noted by any representative

• Obtaining any permits in accordance with applicable State and local regulations

• Providing you all personal protective equipment

• Retaining applicable training certifications

• Contractors who fail to follow ESH Programs will be subject to management review in determining the level of disciplinary action.