



# **Tenant Construction Safety Standards**

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# **I. INTRODUCTION AND BASIC ELEMENTS**

## **SAFETY PHILOSOPHY**

Westfield is dedicated to the principle that a safe project is a successful and profitable project for our Centers and our Contractors. We are committed to the safety of our project's workers, the surrounding community, and the environment. Safety is one component of the success of this project, the other components being production and quality.

The Contractor is responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of their contract. All Employees share in that responsibility as well, and are expected to work safely and to contribute to the safety of others.

Incident prevention contributes to the Contractor's well being by avoiding injury or illness to Contractor and Subcontractor Employees, improving productivity, contributing to quality, and reducing costs. The community also benefits directly from incident prevention efforts when potential damage to the environment or members of the community is effectively managed.

To say that all incidents can be prevented is a realistic goal, not just a theoretical objective. It is achievable, in part by eliminating sources of hazards and unsafe acts, but where this is not practical, by incorporating measures such as safety engineering controls, proper training, safe operating procedures and personal protective equipment to meet this goal.

In order for all Employees to understand this Safety Philosophy and to meet its expectations, both general and specific training is required. That training is the responsibility of every level of supervision for each Contractor. Safety training and the prevention of incidents are logical and appropriate parts of how we expect each the operations of each Contractor and Subcontractor to be conducted.

## **OBJECTIVES**

These Construction Safety Standards have been designed to establish the minimum standards of which the Employer's Injury and Illness Prevention Program / Safety Program must meet or exceed. The Safety Standards contained in this document were developed as minimum guidelines to assist in the elimination or reduction of hazards and risk associated with the construction project. These minimum guidelines also assist the Contractor's efforts to prevent incidents, ensure the safety of the general public, reduce employee injuries, prevent damage to property, promote efficiency, and effect savings by reduction of unplanned business interruptions.

The Tenant General Contractor is responsible for the implementation and enforcement of the Safety Standards.

Westfield and its' authorized representatives will neither assume nor relieve any Contractor of their direct responsibility for the safety and health of their employees and/or their Subcontractors, the protection of visitors and the public, or the protection of equipment and property.

## **CONFLICT BETWEEN CODES AND SAFETY STANDARDS**

In the case of conflict between codes, applicable standards, drawings and other Contract Documents, the most stringent requirements shall govern. Conflicts shall be brought to the attention of the Tenant Coordinator. The Tenant Coordinator reserves the right to issue a final determination for conflicts. The Contractor shall bid for the most stringent requirements.

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**ABBREVIATIONS and ACRONYMS**

Following is a list of acronyms and terms used in this document.

ACM	Asbestos Containing Material
AHA	Activity Hazard Analysis
AHJ	Authority Having Jurisdiction
ANSI	American National Standards Institute
CDL	Commercial Drivers License
Contractor	As used herein, Contractor refers to all Contractors and Subcontractors of all tiers
CPM	Contractor’s Project Manager
CPR	Cardio Pulmonary Resuscitation
EPA	Environmental Protection Agency
Tenant General Contractor	The Tenant General Contractor or the controlling entity on a Multi-Prime project
HEPA	High Efficiency Particulate Air
LBP	Lead Based Paint
LEL	Lower Explosive Limit
MSDS	Material Safety Data Sheet
MUTCD	Manual on Uniform Traffic Control Devices
NFPA	National Fire Protection Association
OSHA	Federal OSHA or State Occupational Safety & Health agency
PACM	Presumed Asbestos Containing Material
PPE	Personal Protective Equipment
RPM	Revolutions per Minute
UL	Underwriters’ Laboratories
USDOT	United States Department of Transportation
WATCH	Work Area Traffic Control Handbook

**FORMS**

Environmental Health & Safety Incident Report (SFT-01). The Environmental Safety & Health Investigation Report is to be completed by the Contractor for all applicable incidents and submitted to the Tenant Coordinator within 24 hours of the incident.

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**Westfield – Tenant Construction  
ENVIRONMENTAL HEALTH AND SAFETY INCIDENT REPORT (TSFT-01)**

INDENTIFYING INFORMATION			
Contractor		Project	
Tenant General Contractor:		Contract Number:	
Location Of Incident		Date Of Incident	Time (24 hour clock)      Date of Report
<input type="checkbox"/> Injury <input type="checkbox"/> Illness	<input type="checkbox"/> Property Damage		<input type="checkbox"/> Environmental Incident
Injured's Name		Property Damaged	<input type="checkbox"/> Haz Mat Spill <input type="checkbox"/> Transportation <input type="checkbox"/> Water Quality <input type="checkbox"/> Tank Leak <input type="checkbox"/> Waste Handling/Disposal <input type="checkbox"/> IAQ <input type="checkbox"/> Fire/Smoke <input type="checkbox"/> Other
Job Title	Time in Position	Nature of Damage/Loss	
Nature of Injury/Illness		Cost <input type="checkbox"/> Estimated <input type="checkbox"/> Actual	Cost <input type="checkbox"/> Estimated <input type="checkbox"/> Actual
Part(s) of Body			
Activity Being Performed		Object, Equipment, Substance Inflicting Damage	Nature of Damage / Loss
Object, Equipment, Substance Inflicting Harm		Person in Control of Activity at Time of Occurrence	Task/Activity Being Performed At Time of Occurrence
Severity of the Injury (check all that apply) <input type="checkbox"/> Fatality <input type="checkbox"/> Lost Workdays <input type="checkbox"/> Restricted Duty <input type="checkbox"/> OSHA Recordable <input type="checkbox"/> Medical Treatment <input type="checkbox"/> First Aid <input type="checkbox"/> Other			
<b>DESCRIPTION</b>	Describe How the Incident Occurred		
<b>CAUSE ANALYSIS</b>	Describe The Events And Conditions That Contributed To The Accident		
<b>ACTION PLAN</b>	What Corrective Actions Have Been Or Will Be Taken to Prevent Similar Occurrences? (include estimated time lines for completion)		
<b>REGULATORY</b>	Has There Been Contact With A Government Agency Regarding This Incident? (if yes, describe)		
Documentation Attached (list)		Prepared By:	
		Title:	
		Employer:	
		Phone No.	

## EMERGENCY TELEPHONE NUMBERS

<b>PROJECT NAME:</b>	
<b>ADDRESS:</b>	
<b>CROSS STREETS:</b>	
<b>PHONE NUMBER:</b>	
<b>AMBULANCE:</b>	911 or
<b>FIRE and RESCUE:</b>	911 or
<b>HOSPITAL NAME:</b>	
<b>PHONE:</b>	
<b>PHYSICIAN / CLINIC:</b>	
<b>PHONE:</b>	
<b>ALTERNATE:</b>	
<b>PHONE:</b>	
<b>POLICE:</b>	
<b>OSHA:</b>	
<b>MALL OFFICE:</b>	
<b>MALL OPERATIONS:</b>	
<b>MALL SECURITY:</b>	
<b>MALL PARKING:</b>	

**POST ON PROJECT BULLETIN BOARDS AND NEAR ALL PHONES.**

## UTILITY EMERGENCY NUMBERS

<b>PROJECT NAME:</b>	
<b>ADDRESS</b>	
<b>CROSS STREETS</b>	
<b>PHONE #</b>	
<b>GAS COMPANY</b>	
<b>PHONE #</b>	
<b>ELECTRIC COMPANY</b>	
<b>PHONE #</b>	
<b>WATER COMPANY:</b>	
<b>PHONE #</b>	
<b>PHONE COMPANY</b>	
<b>PHONE #</b>	
<b>TRAFFIC SIGNAL AGENCY</b>	
<b>PHONE #</b>	
<b>FIBER OPTIC COMPANY</b>	
<b>PHONE #</b>	
<b>CABLE COMPANY</b>	
<b>PHONE #</b>	
<b>TELEPHONE COMPANY</b>	
<b>PHONE #</b>	
<b>UTILITY LOCATING SERVICE:</b>	
<b>PHONE #</b>	
<b>PHONE #</b>	
<b>PHONE #</b>	

**POST ON PROJECT BULLETIN BOARDS AND NEAR ALL PHONES.**



**GENERAL EMERGENCY PROCEDURES:**

**JOB SITE EMERGENCIES (FIRE, INCIDENTS, AND MEDICAL EMERGENCIES)**

1. All job site emergencies must be reported immediately to the Tenant General Contractor and Tenant Coordinator after any appropriate EMS notifications have been made.
2. Project Emergency Telephone Numbers and Utility Emergency Telephone Numbers are to be posted on the job site bulletin board. The Tenant General Contractor is to complete these lists and distribute them to all Contractors.
3. A local street map clearly identifying the project, the project address, the EMS response locations for the Mall and construction site as determined in conjunction with the Mall and local EMS, the Evacuation Refuge Area(s) and active entrances is to be created and maintained current by the Tenant General Contractor. The map is to be posted on the job site bulletin board by the Emergency Telephone Numbers and distributed to all Contractors.
4. The Tenant General Contractor and each Contractor are to have a sufficient number of Employees trained in First Aid and CPR to provide for adequate coverage of the project.
5. In the event that there are no hard-wire ("land line") telephones available at the project site, the Tenant General Contractor is to coordinate with local EMS to identify and post an alternate number (in addition to 911) to be used to contact emergency service providers via cell phone. This is necessary as dialing 911 on a cell phone does not always provide a direct connection to local Emergency Services.

**FIRE**

1. Call 911 or the Local Fire Department/Agency. Provide the location of the fire and the appropriate project entrance. Send an individual to meet EMS at the designated project entrance.
  - 1.1. In case of fire in any building, evacuate the immediate area, and activate the fire alarm system (if available).
  - 1.2. For fire outside of buildings, evacuate the immediate area.
2. Notify the Tenant Coordinator, Tenant General Contractor and notify Mall Security

**MEDICAL EMERGENCY**

1. Call 911 or the local Emergency Medical Services. Provide the location of the incident and the appropriate project entrance. Send an individual to meet EMS at the designated project entrance.
2. Provide prompt first aid from qualified persons to the injured to the extent possible.
3. Call or report the job site emergency immediately to the Tenant Coordinator and Tenant General Contractor.
4. Notify Mall Security

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## PROJECT CONDUCT AND SITE SECURITY INFORMATION

### EMPLOYEE CONDUCT

1. All Employees must maintain professional behavior at all times. Horseplay, fighting, sexual harassment, possession or use of alcohol and/or unauthorized drugs, possession of firearms and gambling are not allowed and will result disciplinary action, up to and including immediate removal of the Contractor and/or the Employee(s) from the site.

### NEWS MEDIA AND CONTRACTOR CONDUCT

1. Contractor employees are to refer questions from news media personnel (radio, television, newspaper, etc.) to the Tenant Coordinator.
2. Project incidents/incidents resulting in news media coverage (radio, television, newspaper, etc.) are to be immediately reported to the Tenant Coordinator.

### CONSTRUCTION VEHICLE PARKING

1. Employees are to park in authorized areas only. Do not block or obstruct intersections, fire lanes and fire hydrants, traffic lanes, driveways or parking lot entrances. Private vehicles are not permitted on the project except in authorized and designated parking areas. Offending vehicles may be towed without notice at the vehicle owner's expense.

### IDENTIFICATION

1. Contractors are to follow the security badge requirements of the Center where applicable.
2. Hard hats should display the Contractor's name and or logo.
3. Equipment and vehicles entering and/or working at the site should have the company name/identification clearly displayed on the vehicle.

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## **II. RESPONSIBILITIES**

### **SAFETY RESPONSIBILITIES**

The Contractor shall be responsible for initiating, maintaining, supervising, and enforcing all safety precautions and programs in connection with the performance of the Contract for the on-site safety of their Employees and Subcontractors performing work for the benefit of this project. This includes responsibilities for vendors, delivery and transportation services, and service providers at the project location.

The Tenant General Contractor's senior-most manager / supervisor for the project is responsible for the administration of the aforementioned safety precautions and programs, including the implementation and enforcement of these Safety Standards for this project.

The Contractor's senior-most manager / supervisor for the project is responsible for the administration of the aforementioned safety precautions and programs for the Contractor's work.

Each Contractor shall comply with all applicable provisions of Federal, State, and local laws, ordinances, codes and regulations affecting safety and health, including but not limited to the OSHA Standards.

Each Contractor shall comply with the most stringent of the following: applicable State OSHA Standards and Safety Orders or Federal OSHA Standards (Code of Federal Regulations, Title 29), the Employer's Site-Specific Safety Program, and Westfield's Project Safety Standards.

### **SUBCONTRACTOR SAFETY RESPONSIBILITIES**

Subcontractors are responsible for initiating, maintaining, supervising and enforcing the safety requirements outlined by the Westfield Project Safety Standards and the Contractor's Site-Specific Safety Program, even though the requirements may be above and beyond the Subcontractor's own safety policies and federal and state OSHA requirements.

### **CONTRACTOR'S SAFETY REPRESENTATIVE**

1. Each Contractor shall designate a responsible and qualified English-speaking member of its organization to serve as the Contractor's Safety Representative at the work site who has the following:
  - 1.1. Authority to enforce the Contractor's Safety Program,
  - 1.2. Responsibility to assure compliance with the OSHA Act, and
  - 1.3. Responsibility to identify and obtain correction of hazards.
2. The Contractor's Safety Representative shall have at minimum:
  - 2.1. Authority to stop work when a serious safety hazard or imminent danger is identified.
  - 2.2. Authority to implement corrective actions.
  - 2.3. Relevant construction experience in the type of work the Contractor performs.
  - 2.4. Current First Aid and CPR training from a recognized provider.

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## CONTRACTOR'S OVERALL RESPONSIBILITIES

1. The Contractor shall be responsible for initiating, maintaining, supervising and enforcing all safety precautions and programs in connection with the performance of the contract for the on-site safety of their Employees and Subcontractors performing work for the benefit of this project. This includes responsibilities for vendors, delivery and transportation services, and service providers at the project location.
2. Each Contractor shall have an effective and written Site-Specific Safety Program in accordance with OSHA requirements. This must include, but not be limited to, specific components that address existing and predictable hazards applicable to the Contractor's work under this contract.
3. The Contractor is to ensure that all personnel are properly trained and instructed for all jobs that require specific training and/or competency to meet all applicable OSHA regulations, state and federal law, and the requirements herein.
4. Each Contractor is responsible for handling, on a daily basis, rubbish and debris generated by its work. The Contractor must keep the work place clean.
5. The Contractor is responsible for ensuring that corrective action is taken when Noncompliance notices are issued to the Contractor.
6. The Contractor will cooperate in inspections by OSHA and other regulatory agencies. The Contractor is to notify the Tenant Coordinator of any and all such inspections. The Contractor shall submit copies of all regulatory agency citations and notices to the Tenant Coordinator.

## INCIDENT INVESTIGATION

1. All incidents and near-misses are to be investigated to determine the cause(s) and determine corrective / preventative action(s). The SFT-01 is to be used for all incidents. The Contractor is to provide immediate verbal notification of any incident to the Tenant Coordinator. The Contractor will furnish the Tenant Coordinator with a copy of the completed SFT-01 no later than 24 hours after knowledge of the incident or injury.

## CONTRACTOR / SUBCONTRACTOR SAFETY NON-COMPLIANCE

1. The Tenant Coordinator reserves the right to stop any work activity imminently dangerous to life or health until safety hazards are corrected. Such action does not replace or relieve the Contractor of their obligation to provide a safe workplace, nor does such action give justification for an extension of contract time.
2. The Tenant Coordinator may require that a Contractor employee be excluded from the site for a designated period for safety-related non-compliance. The removal procedure may be accelerated and/or expanded to include removal of a Contractor's/Subcontractor's entire workforce where non-compliance is widespread, or where the Contractor does not demonstrate good faith efforts. Such action does not replace or relieve the Contractor of their obligation to provide a safe workplace.
3. Contractors and Employees may report legitimate unsafe actions/activities of other Contractors to the Tenant Coordinator without fear of reprisal.

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## **IV. CONTRACTOR SAFETY STANDARDS**

Following are the minimum safety requirements and guidelines for this project.

No attempt has been made to restate applicable OSHA, ANSI, NFPA, State/Federal Agency, or State and Local standards in their entirety. The Contractor is reminded of its' responsibility to have at least one copy of applicable OSHA Standards available at the project for use.

In some instances, the Westfield Tenant Contractor Safety Standards are more stringent than the applicable OSHA standards. In other instances due to variables in State OSHA programs, the applicable State OSHA standards may be more stringent than the Safety Standards. The Contractor is reminded that the most stringent requirement shall apply.

### **AIR TESTING EQUIPMENT**

1. Approved air testing equipment shall be used to test utility holes, cable vaults, pits, confined spaces and similar spaces for flammable, toxic, or oxygen deficient atmospheres. The Contractor is responsible for the provision, maintenance, calibration and testing of said equipment.
2. Employees must be trained per manufacturer requirements on the use, limitations and alarm modes of each air-testing device that they use.
3. Equipment must be carried with the Employee or placed immediately adjacent to the work area and set to operate in a continuous monitoring mode. Employees must immediately leave a work area whenever an equipment alarm sounds due to:
  - 3.1. Low or high oxygen level (acceptable range is 19.5% to 23.5% oxygen).
  - 3.2. Combustible gas detected above 10% lower explosive limit (LEL).
  - 3.3. Set point for a toxic gas level is reached (e.g., 10 ppm hydrogen sulfide)
  - 3.4. Sensor failure, a defect alarm, a low battery alarm or failure of the equipment.

### **ASBESTOS**

1. Asbestos is to be handled only by qualified and certified Employers and Employees. Abatement Contractors must be approved in accordance with applicable State, Federal, and Local requirements to perform removal and disposal of asbestos containing material and encapsulation.
2. Contractors must determine the existence of asbestos content in buildings/ building materials PRIOR to any construction, remodeling, or demolition activities.
3. Upon discovery of any asbestos containing materials (ACM) or presumed asbestos containing materials (PACM), the Contractor shall stop work and notify the Tenant Coordinator.
4. The Contractor shall ensure Employees are trained in asbestos awareness to identify ACM and PACM.
5. All asbestos abatement/removal work must follow all regulations of OSHA, the Environmental Protection Agency (EPA) or applicable state agency, and the applicable Air Quality Management District.

### **BARRICADES**

1. Barricade performance and end product requirements may be specified by the Tenant Coordinator. The Contractor is responsible to meet the performance and end product requirements.

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2. The Contractor is not to destroy or otherwise displace temporary fencing, handrails, safety rails, floor/roof/wall opening protection, or any other type of barricade. Contractor personnel found destroying or displacing such protective devices may be removed from the project. Costs incurred by Owner or Tenant Coordinator to repair/replace such protective devices will result in a deductive Change Order being filed against the Contractor.
3. If the Contractor damages or removes a previously installed form of barricades, guardrails or fall protection (floor hole cover, etc.) to perform its' work, Contractor is to provide appropriate fall protection for its' employees to perform said work, and to provide appropriate fall protection for others when Contractor leaves said work area. Contractor may be assessed charges plus penalties to replace barricades, guardrails or fall protection it has removed or damaged.
4. Barricades must be suitable for the area of their use, and are required around excavations, holes or openings in floor or roof areas, edges of roofs and elevated platforms, around certain types of overhead work, and wherever necessary to warn or protect people against falling in, through or off. Barricades may also be used to isolate people (such as employees of other crews or Contractors, other project / Owner / Tenant Coordinator personnel, and the public) from work activities as required by the activity, potential hazards created by the activity, or the location of the activity.
5. To ensure the safety of the general public, the Contractor (unless alternate arrangements are in effect) is to provide and maintain adequate protection, such as chain link fences, gates and barricades, to separate work areas from areas outside job site limits.
  - 5.1. Barricades must be suitable for the area of use (i.e., blinker type barricade or protective barricade to provide physical protection from falling).
  - 5.2. Solid (e.g. plywood, drywall, etc.) barricades in public areas are not to have hardware, protrusions, or irregular surfaces on their public-facing exterior, upon which a person could strike against, or snag or catch clothing or body parts.
  - 5.3. Barricades/fences are to be placed around all construction trenches as required to provide adequate protection for the exposures present and foreseeable.
  - 5.4. Portable fencing shall be installed around construction work areas, contractor storage areas, and contractor's heavy equipment if they are not otherwise protected within the confines of the Project's perimeter barricade.
  - 5.5. Chain link fencing shall be free from barbs, icicles (excess galvanizing material that may form sharp projections) or other projections that may cause injury.
  - 5.6. Fencing must be in good repair and installed/braced to ensure stability of the fencing from being knocked over by Employees, the general public, or the wind.
  - 5.7. Base supports of portable fencing shall be installed/placed to eliminate tripping hazards when fencing is placed adjacent to sidewalks and walkways.

**BURNING, CUTTING, WELDING AND HOT WORK**

1. The Employer shall have a Hot Work Program for fire prevention during hot work activities that meets or exceeds the requirements of the AHJ or NFPA 51B-1999, "Standard for Fire Prevention During Welding, Cutting and Other Hot Work".
2. Hot work includes, but is not limited to, the following activities: grinding, cutting, welding, brazing or soldering, heating, hot air welding or other operations that generate heat, flames, arcs, sparks or other sources of ignition.

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3. Prior to performing hot work, the Contractor shall evaluate the following: type of hot work to be performed, site preparation, atmospheric conditions, use of appropriate personal protective equipment, and fire fighting equipment. Site preparation should include a survey for the following: combustible materials; hazards posed by heat transfer; flammable, corrosive, or toxic residues; equipment linings; appropriate lock/tagout application; and housekeeping.
4. An approved fire extinguisher and/or other fire protection equipment is to be provided by the Contractor for each hot work operation in accordance with OSHA and local Fire Marshal / Fire Code requirements. Equipment is to be located on the same elevation(s) of the work, and within 25 feet of the work,
5. The Contractor shall procure and post all permits necessary for hot work as required by the AHJ. The Tenant General Contractor shall be provided with a copy of all such permits.
6. When air monitoring is required, the Lower Explosive Limit must be non-detectable (0% LEL), prior to any type of burning, welding, or hot work being conducted by the Contractor. Air monitoring will be required around or near any areas that may pose a potential fire or explosion threat, such as from flammable or combustible vapors.
7. The Contractor is to provide appropriate shields to prevent others from viewing welding arcs.

**CLOTHING / PROFESSIONAL CONDUCT**

1. The Contractor shall require each Employee, Agent, or Subcontractor to wear appropriate attire of a form in accordance with the provisions of the Safety Standards, and exposures. Sleeved shirts that cover the midriff and long pants must be worn at all times on the site. Sleeveless shirts and tank tops are not permitted.
2. Professional Conduct:
  - 2.1. Personal cellular telephone use is prohibited except during lunch and authorized breaks.
  - 2.2. Equipment Operators are prohibited from operating their equipment while conducting any (personal or business) cellular telephone conversation.
  - 2.3. Radios and other personal entertainment devices may be prohibited.

**COMPRESSED GAS CYLINDERS, GAS CUTTING AND WELDING**

1. All cylinders must be labeled as to the nature of their contents, and secured and transported in an upright position at all times.
2. Oxygen and fuel gas cylinders must be separated at least 20 ft., or a 5 foot high barrier with a 1/2 hour fire rating when in storage, and stored away from potential contact (a) that may rupture the tanks or (b) with electricity.
3. Cylinder valves shall be turned to the off position if cylinders are left inactive for 30 minutes or longer.
4. Cylinders designed for valve protection caps must have the valve protection caps installed when in storage or when being transported.
5. Cylinders, hoses, and fittings shall be checked for leaks and damage on a regular basis.
6. Cylinders shall not be taken into confined spaces.
7. Cylinder storage areas shall have appropriate warning signage and firefighting equipment.

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- 8. Torches and hoses shall not be left connected to cylinders overnight or stored in unventilated gang boxes or storage containers.
- 9. Flashback arrestors and check valves are to be installed on all oxy-fuel cutting rigs.

**CONCRETE AND MASONRY CONSTRUCTION**

1. Concrete Construction

- 1.1. The creating Contractor must guard all protruding reinforcing steel or other similar projections to eliminate impalement hazards.
- 1.2. Protective devices used on reinforcing steel are to meet the requirements of Cal/OSHA 8CCR1712. A copy of 8CCR1712 is available from the Tenant Coordinator (TSFT-28)

2. Structural Concrete

- 2.1. The Contractor must not remove any forms or shoring until a determination has been made by the testing lab and structural engineer that the concrete has gained sufficient strength to support its own weight and that of superimposed loads.
- 2.2. The Contractor must not place loads on any concrete structure until concrete has reached a compressive strength predetermined by the structural engineer of record. The Tenant General Contractor shall be the central point of contact for information regarding this item.
- 2.3. Where concrete shoring/reshoring is employed, a shoring/reshoring plan specific to the project shall be available for review at the project.
  - 2.3.1. Deviations from the shoring/reshoring plan will require the issuance of a new shoring/reshoring plan.
  - 2.3.2. The addition of superimposed loads on the floor (such as aerial lifts, scissor lifts, and other equipment and/or materials) not considered in the reshoring plan shall be construed as a deviation from the plan.

3. Pouring and Pumping Operations

- 3.1. Permanent and temporary power lines shall be identified prior to the start of a concrete pour. Appropriate safeguards shall be implemented for the pumping, pouring and finishing operations.
- 3.2. A site traffic control plan is required for concrete truck traffic and concrete pump locations. It is to include provisions for concrete truck traffic routing and control, as well as pedestrian traffic routing and control (if applicable). Trained spotters and Flaggers are to be used as necessary for worker and public safety.
- 3.3. Employees involved in pouring and finishing activities shall have appropriate personal protection equipment, including gloves, rubber boots, and eye protection.
- 3.4. Concrete truck washout shall be in an area acceptable to the Tenant Coordinator, and located out of vehicular and pedestrian travel areas.
- 3.5. Diapers or the equivalent shall be provided for the pump and concrete trucks when the truck to pump transfer occurs on a finished surface or in a public street or other public area.

4. Masonry Construction

- 4.1. Masonry walls shall be braced and/or supported as required by OSHA and/or local requirements.

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4.2. Unauthorized personnel shall be prohibited from entering the work area.

**CONFINED SPACE ENTRY**

1. The Contractor must abide by the applicable OSHA standards for all confined space entry operations and furnish all appropriate personnel, equipment, and support.
2. All water feature vaults and similar vaults in existing mall areas are deemed to be confined spaces for the purposes of these Safety Standards.
3. Employees must be trained in the hazards of confined space work, including operating and rescue procedures, the use of respiratory equipment, and instructions as to the hazards they may encounter.
4. The Contractor shall develop a written, understandable confined space operating and rescue procedure. This procedure must be made available to all affected Employees.
5. The Contractor is required to provide all necessary entry-rescue equipment required for all entries into confined spaces (tripod, full body harness, wristlets, lifeline or equivalent, etc.) as required by the applicable Standard.
6. Prior to entry into a confined space, the Contractor shall ensure all lines that may convey flammable, injurious, or incapacitating substances into the space are disconnected, blinded, or blocked off by other positive means in accordance with Lockout/Tagout regulations.
7. Prior to each entry into confined space, the Contractor shall test the air with an appropriate device or method for, at minimum: (1) oxygen content, (2) flammable gases and vapors, and (3) potential toxic air contaminants. A written record is to be made and maintained for each confined space.
8. The confined space shall be emptied, flushed, or otherwise purged of flammable or injurious substances to the extent feasible. The Contractor is required to provide the proper ventilation equipment.
9. Where a Standby Employee is required, the Standby Employee must have a valid certificate in First Aid and CPR training.
10. Visual contact or two-way communication must be available with entrants at all times.
11. The Contractor must establish a means of communication with outside Emergency Services.

**CONNECTIONS TO UTILITIES**

1. The Contractor and/or Subcontractor shall not, make any temporary service connections to the Owner's electrical, water, air or steam utilities without approval of the Owner or Tenant Coordinator.

**CORE DRILLING and SAW CUTTING – ELEVATED SLABS**

1. The Contractor is responsible to determine if the slab is post-tensioned. If the slab is post-tensioned, the Contractor is responsible to procure x-ray services and provide evidence of the slab x-ray to the Tenant Coordinator prior to the commencement of any drilling or cutting.
2. The Contractor is to provide appropriate safeguards for personnel, property and utilities under the floor being impacted and on the floor/ground level below drilling and cutting activities.

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## CRANES, BOOM TRUCKS AND RIGGING

1. The term crane as used in this section shall be construed to include boom trucks and similar truck-mounted cranes manufactured to meet the requirements of ANSI B30.5.
2. Cranes and derricks shall not be used in lifting service until the equipment has been certified by an approved certifying agent. Current annual and quadrennial (where required) inspection certificates shall be maintained on each crane. Cranes that do not have evidence of an annual/quadrennial inspection will not be permitted to operate.
  - 2.1. Current daily and periodic inspection records shall be maintained on each crane.
  - 2.2. Any crane or boom truck involved in an incident shall be re-inspected by an approved certifying agent, and a new certificate of inspection issued prior to being returned to service. The Tenant Coordinator may also request an inspection be performed at any time.
3. Only Employees authorized by the Contractor and trained, or known to be qualified, in the safe operation of cranes or hoisting apparatus shall be permitted to operate such equipment. Where required, Operators shall have valid evidence of current Licensing or Certification in accordance with State and Local requirements. Operators not having such evidence where required shall not be permitted to operate applicable machinery (except under terms and conditions prescribed for Trainees by applicable regulations).
4. All mobile cranes having either a maximum rated boom length exceeding 200 feet or a maximum rated capacity exceeding 50 tons shall be equipped with an operable load indicating device or a load movement device and an operating anti two-block device.
5. Cranes shall be equipped with a boom angle or a boom radius indicator and clearly legible load chart in clear view from the Operator's position.
6. An effective, audible warning and operating signal device (such as a horn) shall be provided on the outside of the crane. The controls shall be in easy reach of the Operator.
7. When required by the manufacturer's or certifying agent's instructions, outriggers shall be set so that wheels or crawler tracks within the boundary of the outriggers shall be relieved of all weight by the outrigger jacks or blocking.
8. The Contractor shall ensure that a qualified person visually inspects the crane, derrick, or hoist's controls, rigging and operating mechanism prior to the first operation of any work shift. Records of daily inspections by the Operator or other qualified person shall be maintained on the crane, and must be available for review upon request.
9. Crane adjustments and repairs shall only be made by a qualified person.
10. Operations shall be conducted and the job controlled in a manner to prevent loads from being passed directly over workers, occupied workspaces, or occupied passageways.
11. A qualified signal person shall be provided when the point of operation is not in full and direct view of the Operator unless a signaling or control device is provided. Only one person shall be permitted to give signals to the Operator. However, any employee involved in the operation may give a "stop" signal if such a signal is warranted.
12. A legible chart depicting and explaining the system of crane signals used shall be conspicuously posted in the vicinity of the hoisting operation.
13. No employee is permitted to ride on loads, hooks, or slings of any derrick, hoist, or crane.

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14. Swing radius protection must be provided where persons may be caught between rotating parts and fixed objects or non-rotating crane components.
15. Tag lines are to be used on all loads except where their use presents a greater hazard. They should be insulated to prevent shock, and be free of knots or splices that may snag on an object.
16. Cranes, hoists, or derricks shall not be left unattended while the load is suspended unless the load is over water, a barricaded area, or is blocked up or otherwise supported.
17. Before leaving the crane unattended, the Operator shall:
  - 17.1. Land or properly secure any attached load
  - 17.2. Set travel, swing, boom brakes, and other locking devices unless otherwise specified by the certifying agents
  - 17.3. Put controls in the "off" position, stop the engine, and secure the crane against accidental travel
18. In all operations where the weight of the load being handled is unknown, a qualified person shall determine the magnitude of the load unless the crane is equipped with a load-indicating device.
19. The Contractor shall provide a qualified person to direct the lift. The qualified person shall see that the crane is properly leveled for the work being performed and blocked where necessary and that the load is well secured and properly balanced before it is lifted more than a few inches.
20. A designated person shall monitor the clearance between crane booms, load lines, and loads, and power lines and alert the Operator when necessary. For power lines rated 50k V, or less, minimum clearance between the lines and any part of the crane or load is 10 feet. For power lines rated over 50k V, minimum clearance between the lines and any part of the crane or load shall be 10 feet plus 0.4 inch for every 1k V over 50k V.
21. Ropes shall be inspected for proper lubrication, excessive wear, broken strands, etc..
22. Rigging, Slings and Hooks
  - 22.1. Hooks shall have safety latches.
  - 22.2. Hooks with cracks or deformation shall be removed from service.
  - 22.3. Before each use, all slings, fastenings and attachments are to be inspected for damage or defects by a qualified person. Damaged or defective items are to be removed from service.
  - 22.4. Slings manufactured with a fold-back splice and field-fabricated slings are not permitted.
  - 22.5. Slings shall have permanently affixed tags with the manufacturer's name or trademark and the rated capacity.

## **CRANE OPERATOR LICENSING**

Where applicable, Crane Operator licenses are to be checked prior to the operation of a crane at the project.

As of May 1, 2006, the following states require crane operators to be licensed:

California	Connecticut	Hawaii	Massachusetts
Minnesota	Montana	Nevada	New Jersey
New Mexico	New York	Oregon	Rhode Island
Utah	West Virginia		

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As of May 1, 2006, the following cities require crane operators to be licensed:

Chicago, IL  
Omaha, NE

Los Angeles, CA  
Washington, DC

New York, NY

New Orleans, LA

**CRITICAL LIFTS (CRANES, BOOM TRUCKS, DERRICKS, ETC.)**

1. A Critical Lift Plan shall be prepared by the Contractor for all lifts that:
  - 1.1. exceed 75% of the lifting device’s capacity as it is configured for that lift; or
  - 1.2. are deemed a critical lift by the Owner or Tenant Coordinator by reason of potential negative consequences to safety, structure, or schedule; or
  - 1.3. involve two or more cranes or lifting devices.
2. A qualified person shall prepare the Critical Lift Plan. The qualified person preparing the plan may be the crane Operator, lift supervisor, or rigger. The crane Operator, lift supervisor, and rigger shall participate in the preparation of the plan. The plan shall be documented, and a copy provided to the Contractor and the Tenant Coordinator. The plan shall be reviewed by, and signed by, all personnel involved with the lift.
  - 2.1. The plan shall specify the exact size and weight of the load to be lifted and all crane and rigging components that add to the weight. The manufacturer’s maximum load limits for the entire range of the lift as listed in the load charts shall also be specified.
  - 2.2. The plan shall specify the lift geometry and procedures, including the crane position, height of the lift, the load radius, and the boom length and angle, for the entire range of the lift.
  - 2.3. The plan shall designate the crane Operator, lift supervisor, and rigger, and state their qualifications.
  - 2.4. The plan will include a rigging plan that shows the lift points and describes rigging procedures and hardware requirements.
  - 2.5. The plan will describe the ground conditions, outrigger or crawler track requirements, and, if necessary, the design of mats, necessary to achieve a level, stable foundation of sufficient bearing capacity for the lift.
  - 2.6. The plan will list environmental conditions under which lift operations are to be stopped.
  - 2.7. The plan will specify coordination and communication requirements for the lift operation.
  - 2.8. For tandem or tailing crane lifts, the plan will specify the make and model of the cranes, the line, boom and swing speeds, and requirements for an equalizer beam.

**DEMOLITION**

1. Utility companies shall be notified, and all utility service shut off, capped, or otherwise controlled, at the building or curb line before starting demolition. The Tenant General Contractor is responsible to verify that these actions have been taken.
  - 1.1. The Contractor shall develop an Utility Emergency Call List using the SFT-24 for all known utility owners prior to the start of demolition activities.
  - 1.2. A site plan shall be marked up prior to the start of demolition to show the locations of known utilities, and the nearest identified shut-off valves/controls. This plan shall be available in the Contractor’s Site Office. The Tenant Coordinator shall be provided with a copy.

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2. Prior to the start of demolition operations, an engineering survey shall be made by a competent person to determine the condition of the structure, as well as the possibility of unplanned collapse of any portion of the structure during and/or due to demolition operations and preventative actions that may be required to avoid an unplanned collapse of any portion of the structure. The survey is to be in writing.
3. Existing alarm systems shall be identified and taken out of service prior to commencing demolition operations. Alarm service providers and monitors shall be notified that the alarm will be taken out of service before taking the system out of service.
4. The Contractor shall determine if any type of hazardous chemicals, gases, explosives, flammable materials, or similarly dangerous substances have been used in any pipes, tanks, or other equipment on the property. When the presence of hazardous substances is apparent or suspected, testing and purging shall be performed and the hazard eliminated prior to demolition.
5. During demolition, continuing inspections shall be made as the work progresses to detect hazards resulting from weakened, load burdened, or deteriorated floors or walls or loosened materials. The Contractor shall ensure that floor load limits are not exceeded during demolition operations.
6. Adequate dust control measures shall be provided during demolition and all related operations.
7. The Contractor shall ensure safe passage of persons around the area of demolition. Operations are to be conducted to prevent damage to adjacent buildings, structures, other facilities, and people.
8. The Contractor is to provide interior and exterior shoring, bracing, or supports as may be required to prevent movement, settlement or collapse of structures to be demolished, and to adjacent facilities.

**DRY CUTTING OF CONCRETE, MASONRY AND STONE PRODUCTS**

1. Dry cutting, grinding, and profiling of concrete, masonry and stone products shall be prohibited except in instances where it is determined in a manner consistent with applicable safety and health standards that the use of water in the cutting, grinding or profiling is not feasible.
2. If it is determined that the use of water is infeasible:
  - 2.1. The Contractor shall use engineering and work practice controls to control the dust, such as a vacuum with a high efficiency particulate air filter (HEPA), or other dust control system;
  - 2.2. Any dry cutting which occurs shall be done in a designated area away from other employees if possible; and
  - 2.3. The Contractor shall provide affected Employees with appropriate respiratory protection as part of a respiratory protection program in accordance with applicable OSHA standards.

**ELECTRICAL**

1. All temporary power panels are to be properly covered. All circuits must be clearly labeled.
2. The Contractor is to supply ground fault circuit interrupters (“GFCI”) for all temporary electrical wiring cords and equipment. GFCI devices shall be tested in accordance with manufacturer’s requirements, and test records maintained. GFCI devices with an automatic reset feature are not permitted.
3. Temporary lighting is to be mounted at least eight (8) feet above the working level and is not to be suspended by its’ extension/power cord unless the cord and light are designed for this means of suspension.
4. Temporary lighting must be equipped with guards to prevent contact with the bulb.

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5. Extension cords must be at minimum 12-gauge, three-wire hard service cords.
6. Power tools must be double insulated or properly grounded, and inspected prior to use.
7. The Contractor must properly tagout and/or lockout any equipment within their responsibility when Lockout/Tagout is required. Control of the lock and/or tag is also the Contractor's responsibility.
8. The Contractor shall coordinate instances that require multi-Employer lockout/tagout activities involving their devices/equipment.
9. Ground pins shall not be removed from electrical cords.
10. Damaged or defective tools and cords shall be removed from service.
11. Energized panels are to have the approved covers installed at all times unless a qualified electrician is performing work in the panel.
12. Doors to energized electrical rooms are to be locked unless a qualified electrician is working in the room and all live parts are appropriately guarded.

**ELEVATING WORK PLATFORMS AND AERIAL DEVICES**

1. Only authorized and trained personnel shall operate an aerial device or elevating work platform.
2. Elevating work platforms and aerial devices shall be inspected in accordance with manufacturer's instructions prior to each shift, and as needed throughout the shift.
3. Employees shall not sit or climb on the edge of the basket or platform or use planks, ladders, guardrails or other devices to gain greater height.
4. Elevating work platforms and aerial devices are not to be used for lifting and hoisting materials unless such activity is permitted by the manufacturer.
5. Controls shall be plainly marked as to their function and guarded to prevent accidental operation.
6. Tie off to an adjacent pole, structure, or equipment while working from an aerial device is not permitted. Aerial baskets or platforms shall not be supported by adjacent structures when workers are on the platform or in the baskets while in an elevated position.
7. Where required, personnel in an aerial device shall be secured to the identified anchorage point through the use of a full body harness and lanyard for fall protection.
8. All safety chains and gates are to be installed/closed as required by the manufacturer's instructions.

**EMERGENCY ACTION / EVACUATION PLAN**

1. The Tenant General Contractor is responsible for the development of a project-wide emergency action plan that shall take into account probable and possible emergency situations. This plan is to include appropriate signage for the site.
2. Each Contractor is to develop a written job-specific emergency action plan that shall take into account probable and possible emergency situations specific to their operations. This plan shall be shared with and coordinated with the Tenant General Contractor. The Plan is to be revised as needed throughout the course of the project to reflect changed conditions.
3. At minimum, the Plan is to contain the following:

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- 3.1.0. Project site map.
- 3.1.1. Street map of immediate area showing the project location. The map must clearly identify one-way and dead-end streets.
- 3.1.2. Emergency notification list and emergency notification procedures.
- 3.1.3. Evacuation procedures, including the evacuation route and evacuation refuge area.
- 3.1.4. Map and directions to the designated Clinic(s) and Hospital(s).

**EMERGENCY CONTACT LIST**

- 1. The Tenant General Contractor shall provide the Tenant Coordinator with an Emergency Contact List (**SFT-17**). Contractors shall provide the Tenant General Contractor a list specific to their firm. This list shall include 24-hour contact information for key project personnel. The Contractor shall maintain this list throughout the duration of the contract, and provide a revised copy when made necessary by changes to personnel or their contact information.

**ENVIRONMENTAL CONTROLS**

- 1. Spills of hazardous materials (including cutting oil, fuel, solvents, antifreeze etc.) must be reported immediately to the appropriate regulatory agencies and/or to the Tenant Coordinator. The party responsible for the spill is responsible for the cleanup costs.
- 2. Secondary Containment: Cutting equipment must have secondary containment (drip pans, sandboxes). Drums, fuel storage tanks/areas, and other tanks/containers must have secondary containment.
- 3. Containers must be kept in good condition, and appropriate for the materials to be stored in them.
- 4. Containers must be labeled with their contents and precautions for use.
- 5. Containers containing hazardous waste must be properly stored and labeled as “Hazardous Waste” in addition to listing their contents on the label.
- 6. Weekly inspections must be performed by the Contractor to assure compliance with this section.
- 7. The Creating Contractor is responsible for proper disposal of its hazardous wastes unless otherwise addressed in the Contract. A copy of the completed Uniform Hazardous Waste Manifest must be provided to the Tenant General Contractor (if applicable) and Tenant Coordinator.

**EQUIPMENT / TOOLS**

- 1. Contractor equipment and tools must be in proper working condition and routinely (i.e. daily or prior to use) inspected for defects. Any equipment or tool found to be damaged or defective must be removed from service and repaired before it can be returned to service.
- 2. Manufacturer’s instructions shall be followed with respect to equipment/tool operation, guarding, and training requirements. Tools and equipment are to be used only by trained and authorized employees.
- 3. Proper guards or shields must be installed as required by the manufacturer on all power tools before use.
- 4. All guards must be manufactured by and/or approved by the manufacturer for that particular piece of equipment. The practice of “wedging or pegging” guards on circular saws or other equipment and rendering the guard non-functional is not permitted.

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5. No internal combustion vehicle or machinery is to be operated inside structures unless proper engineering controls have been implemented to minimize carbon monoxide levels. In such cases where vehicles or machinery are operated inside structures, carbon monoxide levels shall be monitored as often as required by the Contractor to ensure a safe work environment. Any required ventilation is to be provided by the Contractor.

**EXCAVATIONS**

1. The Contractor shall obtain a permit for excavation work where required by the AHJ.
2. Trenching or excavating activities must be under the supervision of a Competent Person. A Competent Person must inspect all excavations in accordance with OSHA requirements and be present when excavation work or work in excavations is taking place.
3. Excavated soils, materials or equipment are to be kept at least two feet from the edge of the excavation.
4. The Contractor must provide appropriate barricades to protect others from falling into the excavation.
5. Ladders or other means of egress must be provided by the Contractor for access and spaced within 25 feet of any worker inside the excavation when the depth of the excavation exceeds 4 feet (48”).
6. Walkways are to be provided over any excavation or trench point that Employees may need to cross. If the potential fall distance exceeds 6’, the walkway must have a complete guardrail system.
7. Where pedestrian traffic must be accommodated over excavations, suitable non-skid plates or other suitable material capable of withstanding at least twice the maximum intended load must be provided to serve as a pedestrian runway for safe passage. The edges of the runway shall be tapered to minimize trip hazards. In the alternative, the approach to the runway shall be tapered with a suitable and durable material or the runway set into the surface to minimize trip hazards.
8. Rescue equipment must be provided by the Contractor (full body harness and lifeline, breathing apparatus, basket stretcher, etc.) when hazardous atmospheric conditions are expected to exist.

**FALL PROTECTION**

1. Where a fall hazard exists, efforts must be made to eliminate the hazard; provide protection against the hazard; or establish alternative methods to control the hazard.
2. Where a fall hazard cannot be avoided, fall protection shall be provided and used at all times (“100% Fall Protection”) by all employees exposed to a fall hazard of six (6) feet or more.
3. Personal Fall Arrest and Restraint Systems
  - 3.1. The only allowable type of body restraint system allowed is a full body harness with a lifeline, lanyard, and deceleration device. Safety belts are not permitted for any application.
  - 3.2. The use of non-locking snap-hooks is prohibited.
  - 3.3. A Personal Fall Restraint System shall not allow the Employee to fall. Anchorage points used for fall restraint shall be capable of supporting 4 times the intended load.

**FIRE ALARM SYSTEM IMPAIRMENT / SHUTDOWN**

1. Fire alarm system impairment/shutdown must be coordinated with the Tenant Coordinator and Mall Operations prior to any such activity. The AHJ may also have coordination and notification requirements.
2. Fire alarm system impairment/shutdown is subject to the requirements and codes of the AHJ.

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**FIRE PROTECTION AND PREVENTION**

1. The Contractor must develop a fire protection program to be followed throughout all phases of construction which includes the most stringent of OSHA and AHJ requirements.
2. Fire fighting equipment must be conspicuously located or conspicuously marked.
3. A fire extinguisher, rated not less than 2A, shall be provided for each 3,000 square feet of floor area and fraction thereof. Floors less than 3, 000 square feet require at least one fire extinguisher. The clear and unobstructed travel distance from any point of the protected area to the nearest fire extinguisher shall not exceed 75 feet.
4. In multi-story buildings, at least one fire extinguisher shall be provided on each floor and located adjacent to the stairway.
5. A fire extinguisher, rated not less than 10B, shall be provided within 50 feet of wherever more than 5 gallons of flammable or combustible liquids are stored.
6. Portable fire extinguishers shall be fully charged, inspected monthly and serviced annually.
7. Indoor storage of more than 25 gallons of flammable liquids shall be in a NFPA approved storage cabinet. Not more than 120 gallons of Class I, II, or IIIA liquids may be stored in a storage cabinet.
8. A fire extinguisher, rated not less than 20-B, shall be located outside of, but not more than 10 feet from the door opening of storage rooms.
9. A portable fire extinguisher rated at least 10B:C shall be kept near operations where fuel gas cylinders/bottles are being used.
10. Portable fire extinguishers must be readily available for use where temporary heating devices are used.
11. "No Smoking" signs shall be posted as required by regulation, code, operations or material exposures.
12. The Owner and Tenant Coordinator reserve the right to designate no smoking areas on the project.

**FIRE SPRINKLER IMPAIRMENT / CHARGING / RECHARGING**

1. Sprinkler impairment/shutdown must be coordinated with the Tenant Coordinator and Mall Operations prior to any such activity. The AHJ may also have coordination and notification requirements.
2. Sprinkler impairment/shutdown is subject to the requirements and codes of the AHJ.
3. The Contractor is responsible for any delays and damages caused by draining and charging/recharging activities.

**FIRST AID**

1. Each Contractor is to provide a suitable number of First-Aid and CPR trained personnel.
2. Each Contractor is to provide at least one appropriately sized, stocked and weatherproof first-aid kit.
3. Eye wash facilities shall be provided by the Contractor when required by the MSDS or operation.

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## FLAMMABLES AND COMBUSTIBLES

1. The Contractor is required to supply sufficient fire protection devices (extinguishers, etc.) for the immediate work area where flammable and combustible material is stored or used.
2. All Contractor flammable and combustible liquids must be stored in approved metal safety containers.
3. All containers must be properly labeled and stored when not in use.
4. Plastic cans or containers are not allowed for flammable or combustible liquid storage.
5. The Contractor shall identify non-compatible materials in advance, and provide for separate storage as required.
6. Interior storage in excess of 25 gallons of flammable liquids or 60 gallons of combustible liquids shall be within cabinets constructed to the requirements of NFPA 30.
7. All outside storage areas must be at least 20 feet from any building.
8. Exterior storage areas and storage tanks are to have adequate physical protection against vehicle damage.
9. For roof work, (a) no more than a one-day supply of flammables may be placed on the roof during working hours, (b) all flammables must be removed from the roof at the end of each workday by the Contractor, and (c) at least two extinguishers appropriate for the type and quality of flammable materials present must be provided if flammables are present.
10. Flammables and combustibles must be kept away from sparks, heaters, and other heat sources.

## FORKLIFTS (INDUSTRIAL TRUCKS AND TRACTORS)

1. Only drivers authorized by the Contractor and trained in the safe operations of industrial trucks shall be permitted to operate forklifts.
2. All forklifts, industrial trucks and tractors shall be equipped with an audible back-up alarm which can be clearly heard above the surrounding noise level from a distance of 200 feet (Cal/OSHA) and/or above the ambient noise level.
3. The rated capacity shall be displayed on the vehicle and readily visible to the Operator.
4. No riders shall be permitted on vehicles unless the vehicle is equipped with adequate seating.
5. Employees shall not ride on, or be elevated on, the forks of lift trucks.
6. Industrial lift trucks may be used to elevate Employees in accordance with applicable OSHA Standards using appropriate personnel platforms.
7. Employees shall not be allowed to stand, pass, or work under the elevated portion of an industrial truck, loaded or empty.
8. Operators shall inspect the vehicle prior to the start of the shift, and as required throughout the shift.
9. The driver shall slow down and sound the horn at crossings and locations where vision is obstructed.
10. Grades shall be ascended or descended slowly.
11. The forks shall always be carried as low as possible.

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12. When leaving a vehicle unattended, the power shall be shut off, brakes set, the mast brought to the vertical position, and forks left in the down position.

**HAZARD COMMUNICATION**

1. The Tenant General Contractor shall maintain (a) a copy of all Material Safety Data Sheets, and (b) chemical inventory lists, for all hazardous substances used at the jobsite by their firm, as well as for all hazardous substances used at the jobsite by all Subcontractors regardless of tier.
2. Each Contractor must have a job site binder which contains at minimum the following items:
  - 2.1. Their written Hazard Communication Program.
  - 2.2. A chemical inventory listing all hazardous materials brought onto or used on the project site by the Employer.
  - 2.3. Material Safety Data Sheets (MSDS's) for all hazardous materials used on the project site.
3. The Contractor shall ensure that Employees are trained in the safe use of the materials that they are working with.
4. The Contractor shall ensure that all containers are properly labeled as to their contents, including but not limited to, water, gas and diesel containers.

**HEATERS, PORTABLE**

1. All heaters must be Factory Mutual and/or Underwriters Laboratory approved.
2. The Contractor must notify the Tenant General Contractor and Tenant Coordinator prior to using liquid/gas fueled heaters. Use of liquid/gas fueled heaters inside of buildings requires Tenant Coordinator approval. Such approval does not relieve the Contractor of any responsibility for the maintenance and safe operation of said heater(s), including air monitoring and ventilation as may be required.
3. Tent Heater use – basic requirements:
  - 3.1. Use only in tents made of fire resistant material.
  - 3.2. Avoid contact with heating elements or other hot parts.
  - 3.3. Keep flammable and combustible materials and clothing away from hot equipment.
  - 3.4. Do not use heaters in a utility hole or in a tent that covers a utility hole.
  - 3.5. Ensure adequate ventilation is provided when using a tent.
  - 3.6. Secure at least one fire extinguisher within the tent in an accessible location.

**HEAVY, MATERIAL HANDLING AND EARTHMOVING EQUIPMENT**

1. Equipment shall be maintained in good working order, and inspected prior to each shift.
2. All vehicles shall have operable brake lights.
3. All vehicles shall be equipped with an adequate audible warning device (horn) at the Operator's station.
4. All vehicles must have a back-up alarm audible above the surrounding noise level for a distance of 200 feet (Cal/OSHA) and/or above the ambient noise level.

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5. All vehicles with cabs shall be equipped with windshields and powered wipers
6. Cracked or broken windshields shall be promptly replaced.
7. Windshields and mirrors shall be kept clean and clear such that vision is not compromised or obstructed.
8. Seat belts with proper anchorage points shall be installed in all haulage, earth moving, and material handling heavy equipment. The Contractor shall ensure use of seat belts as required.
9. Trucks with dump bodies shall be equipped with positive means of support (a.k.a. "safety prop") to prevent accidental lowering of the body while maintenance or inspection work is being done.
10. All rubber-tired motor vehicle equipment shall be equipped with fenders.
11. All vehicles in use shall be inspected at the beginning of each shift in accordance with the instructions of the manufacturer.
12. Before starting the motor, the Operator shall check to make sure that all operating controls are in the neutral position.
13. Before starting the equipment, or before moving the equipment after re-entering the cab, the Operator shall walk entirely around the equipment to make sure no other personnel, equipment or material will be struck by the equipment.
14. At no time shall a piece of equipment be left unattended while the motor is running.
15. Block or chock wheels when parking on inclines, or stopping to load/discharge on inclines.
16. Machines shall be operated at speeds and in a manner consistent with conditions on the project.
17. No employee other than the Operator shall ride on equipment unless proper seating is provided.
18. During refueling operations, smoking is prohibited and engines are to be turned off.
19. Unattended equipment must be left in a secure area not accessible to members of the public or unauthorized third parties. Keys shall be removed from all unattended equipment.
20. Spotters and/or Flaggers must be used when the equipment Operator's view is obstructed, whether moving forward or backward.

**HIGH VISIBILITY CLOTHING**

1. All personnel exposed to vehicular and equipment traffic on the project site, such as during site work, utility installation and paving operations, shall wear a safety vest or similar bright colored shirt.
2. All personnel exposed to vehicular and equipment traffic on active streets, roadways and parking lots shall wear Class II (for Class I and Class II exposures) or Class III safety vests and high visibility / reflective clothing as required by the exposure and applicable requirements.

**HOUSEKEEPING**

1. All construction materials must be stored in an orderly manner.
2. All exits and access ways must be kept unobstructed.
3. All Contractor work areas must be cleaned daily and maintained free of debris and lunch/break trash.

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4. The Contractor is not permitted to use Mall or Tenant dumpsters or compactors.
5. Dumpsters that are accessible to the public are to have lockable covers installed, and are to be kept covered when not in use.
6. The Contractor is responsible for the proper disposal of construction materials and debris generated by their activities in accordance with the instructions provided on product Material Safety Data Sheets.
7. Puncture hazards (nails, staples, fasteners, etc.) created by stripped formwork, scrap lumber, pallets, shipping materials, etc. shall be eliminated or controlled by the creating Contractor.
8. Metal containers with covers must be provided for disposal of oily and paint soaked rags.
9. Emergency exits must be available. Panic hardware, where present, must remain unobstructed.
10. Walkways and sidewalks must be kept free of construction materials, debris, dirt, tools and extension cords.
11. Where steel plates are used to bridge excavations or other similar type construction activities in walkways or sidewalks, the leading edges of the steel plates must be tapered or feathered with temporary asphalt or other suitable materials to prevent trip hazards.
12. Dumpsters are to be located in an area inaccessible to the public to control attractive nuisance concerns and maintain a positive public image. If dumpsters are accessible to the public, then the dumpster is to have a lockable lid or cover that is secured when the dumpster is not in use.

**INTERNAL COMBUSTION EQUIPMENT**

1. No internal combustion vehicle, equipment or machinery is to be operated inside enclosed structures unless proper engineering controls have been implemented to minimize carbon monoxide levels. In such cases where vehicles or machinery are operated inside structures, carbon monoxide levels are to be monitored by the Contractor as often as provided to ensure a safe work environment. The Contractor is to supply any and all ventilation required.

**LADDERS**

1. The following types of ladders are prohibited: Type II, Type III, aluminum and metal.
2. The Contractor shall provide a training program for each employee using ladders and stairways, as necessary. The program shall enable each employee to recognize hazards related to ladders and stairways, and train each employee in the procedures to be followed to minimize these hazards.
3. Broken or defective ladders must be immediately removed from service.
4. Employees must maintain a 3-point contact while climbing ladders.
5. Job-Made ladders shall be constructed in accordance with OSHA provisions.
6. Extension Ladders
  - 6.1. Portable ladder feet shall be placed on a substantial base.
  - 6.2. Straight and extension ladders must be tied off or secured to prevent displacement.
  - 6.3. No more than one person is allowed on a ladder unless the ladder is built for multiple users.
  - 6.4. Ladders are not to be used for braces, workbenches, or any other purpose other than climbing.

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- 6.5. All straight and extension ladders must be equipped with nonskid safety feet.
- 6.6. Ladders must extend no less than 36 inches above their upper landing.
- 6.7. Ladders shall be used at such a pitch that the horizontal distance from the top support to the foot of the ladder is about one-quarter of the working length of the ladder (a 1:4 base:height ratio).

7. Step Ladders

- 7.1. Stepladders must be fully open and the spreader set in the open and locked position.
- 7.2. The top two rungs and top cap are not to be used as steps.
- 7.3. Do not exceed the designated weight capacity.
- 7.4. No more than one person is allowed on a ladder unless the ladder is built for multiple users.

8. All types of ladders must be inspected at least daily for:

- 8.1. cracks, splits, splinters, and decay.
- 8.2. protruding nails and loose rivets.
- 8.3. loose, bent or broken braces, tie rods, guide irons, locks, pulleys and strand hooks.
- 8.4. broken, worn or defective spurs and pads.

**LEAD**

- 1. The Contractor shall identify any Lead Based Paint (LBP), sheet lead, or other lead containing products within the proposed scope of work PRIOR to any construction, remodeling, or demolition activities.
- 2. The Contractor shall arrange for disposal of the hazardous waste stream (e.g., paint chips), through an approved waste disposal facility and follow applicable regulatory requirements.
- 3. All Employees and supervisors who perform lead abatement work shall have a current training certificate by an approved trainer where required by law or regulation.

**LIQUIDS - CORROSIVE ACIDS AND CAUSTICS**

- 1. Emergency eyewash and/or shower facilities must be provided by the Contractor when working with acids and caustics in accordance with the requirements of the MSDS.
- 2. Proper personal protection used is to be in accordance with the MSDS and/or manufacturer's usage instructions.

**LOCKOUT - TAGOUT / CONTROL OF HAZARDOUS ENERGY**

- 1. The Contractor's written Lock-out/Tag-out program for the control of hazardous energy must meet or exceed OSHA standards.
- 2. Equipment, energized systems, and pressurized systems shall be completely de-energized before beginning the Lock-out/Tag-out procedure and subsequent cleaning, servicing, or adjusting operations.

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3. Moveable parts shall be mechanically blocked or locked out prior to cleaning, servicing, or adjusting operations. Equipment that has lockable controls or that is readily adaptable to lockable controls shall be locked out or positively sealed in the *off* position.
4. Accident prevention signs or tags shall be placed on the controls of equipment, machines, and prime movers during repair work.
5. In multiple lockout situations, each Contractor must affix their own lock and tag.
6. Locks and/or tags must be removed at the end of the job by the originator. Never remove another person's tag or lock to operate a switch, valve, or device.

**LOCATING UNDERGROUND UTILITIES BEFORE EXCAVATING**

1. The Contractor must locate buried utilities before excavating or boring. Prior to excavation or horizontal boring, all known owners of underground facilities in the area shall be notified by calling the appropriate One Call Notification System, 811, or AHJ.
2. The nearest shut off valve or control point for all known utilities shall be identified on a site plan maintained by the Tenant General Contractor.
3. The Contractor shall check the entire job site for visual signs of substructures. This includes such items as manhole covers, water meter boxes, ditch lines, pavement patches, previous location marks, pole risers, and the obvious absence of overhead utilities.
4. The Contractor must expose utilities and substructures by hand after approximate locations are determined. The Contractor shall be careful not to damage the utility or substructure during hand locating efforts.
5. The Contractor shall be aware of the possibility of joint use of an excavation/trench for power, telephone, gas, fiber optics, cable, etc. Joint use may result in these utilities being at different elevations within the same excavation/trench.

**MALL RING ROADS, MALL ROADS, MALL SIDEWALKS AND MALL PARKING AREAS**

1. **Contractor vehicles, including delivery vehicles, are not to be left unattended in Ring Roads and Mall Roads.**
2. **Contractor vehicles and delivery vehicles in Mall Roads are to have appropriate traffic control provisions in place, including Flaggers where required.**
3. **Contractor equipment and materials are not to be left in Mall Parking Areas and Mall Sidewalks.**
4. **Areas of the Mall Parking may be designated for Contractor use. Such areas are to be secured against public access with appropriate barricades.**
5. **Contractors impairing passage on Mall Sidewalks must provide alternative safe access for pedestrian traffic.**

**M/E/P SYSTEM IMPAIRMENT**

1. The impairment of any mechanical, electrical or plumbing system must be coordinated with the Tenant Coordinator and Mall Operations. Mall requirements for the control of these systems and the control of hazardous energy will govern such operations.

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## MOTOR VEHICLES

1. Drivers on the project site and Mall property shall obey speed and traffic signage and laws.
2. Drivers shall check the mechanical condition of vehicles used on the project at least daily.
3. Drivers are required to observe the "right of way" rule. Yield to other drivers whose driving actions demand the right-of-way. Pedestrians are also deemed to have the right of way.
4. Employees driving and riding in Contractor vehicles must wear seat belts.
5. Block or chock vehicle wheels when parking on inclines, or loading/discharging on inclines.
6. All vehicles must be shut off when unoccupied.
7. Parking shall be in specified areas only. Do not block entrances or park in reserved spaces.
8. The Contractor is responsible for the stability of any material being hauled.
9. Personnel are not allowed to ride in the open bed of a pickup truck.
10. Unauthorized passengers shall not be transported in any vehicle or on any equipment at any time.

## OVERHEAD UTILITIES

1. The Tenant General Contractor shall identify all overhead utilities on the property prior to the start of work.
2. The Tenant General Contractor shall identify the voltage carried by each power line, and identify the minimum required clearances prior to commencing work in the vicinity of the line. Identifications of all lines (including those within 45' of the site perimeter) and minimum clearances shall be documented on a site plan that is made available to all Contractors, vendors and suppliers. Temporary utilities shall be added to the site plan as required.
3. Proper distances must be maintained from all overhead power lines, such as by the use of a signal person.
4. A minimum clearance distance of 10 (ten) feet shall be maintained by apparatus or equipment from power lines of 50Kva or less.
5. Warning signs are to be posted where overhead power lines are present to warn drivers and operators of the presence of overhead power lines.

## PERMITS

1. Unless otherwise relieved via contract provisions, each Contractor shall obtain required permits pertinent to the safety of employees and operations.
2. Where copies of permits are not required to be submitted to the Tenant Coordinator, permits shall be available for review at the job site upon request of the Tenant Coordinator.

## PERSONAL PROTECTIVE EQUIPMENT

1. The Contractor shall ensure that employees are trained in the proper use, care and sanitation, and limitations of Personal Protective Equipment (PPE) in accordance with applicable standards and manufacturer's instructions and recommendations.

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2. Contractors are required to assess the workplace to determine if hazards that require the use of personal protective equipment are present or are likely to be present.
3. Contractors must select and have affected Employees use properly fitted personal protective equipment (PPE) suitable for protection from existing hazards.
4. All persons must wear hard hats complying with or exceeding the Class A or Class B requirements of ANSI Z89.1-1986. Hard hats that do not provide protection to electrical exposures of at least 2200 volts are not permitted. Hard hats are to be worn in accordance with manufacturer's requirements. Aluminum, metal, "Cowboy" and similar novelty-type hard hats are prohibited.
5. Contractors are responsible for the use of required personal protective equipment by their Employees as necessitated by employee exposure.
6. Safety glasses meeting or exceeding ANSI Z87.1-1989 requirements shall be worn by all personnel at all times while on the project. Side shields are required.
  - 6.1. All safety glasses, goggles, and face shields must meet or exceed the requirements of ANSI Z87.1-1989. Users of face shields that do not meet the requirements of Z87.1 shall wear safety glasses meeting the requirements of Z87.1 under the face shield.
  - 6.2. The addition of side shields to prescription safety glasses is not permitted unless the requirements of Z87.1 are met.
7. Sturdy work boots / work shoes are required at all times on the job site. Tennis shoes, running shoes, casual street shoes, dress shoes, high heels, sandals or shoes made of other thin material shall not be worn on the job site.

### **PNEUMATIC TOOLS**

1. All air hoses exceeding ½ inch inside diameter shall have a safety device (commonly known as an "OSHA valve", "Hansen valve" or "safety check valve") at the source of air supply or branch line origin / manifold to reduce pressure in the event of hose failure, and a positively engaged safety cable (commonly known as a "whip check").

### **POSTING REQUIREMENTS**

1. The Tenant General Contractor shall construct a weatherproof job site bulletin board at the main project entrance. This bulletin board shall at minimum contain project emergency information, project maps and diagrams as required by the Safety Standards, the project address and the applicable OSHA poster. This does not relieve other Contractors of their posting obligations.

### **POWDER-ACTUATED TOOLS**

1. Only trained workers holding a valid Operator's card can use a powder-actuated tool.
2. Misfires shall be placed in a clearly labeled container of water.
3. Warning signs must be posted bearing the words: "POWDER-ACTUATED TOOLS IN USE" within 50 feet of the point of use.

### **PROTECTION OF OPENINGS**

1. Contractors who create a floor, roof, or wall opening in the course of their work are responsible for providing a cover or guardrails for the opening, as well as providing necessary fall protection for their personnel.

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Covers and guardrails must meet or exceed OSHA requirements. Covers must be adequate for the type of traffic they will be subjected to.

**PUBLIC CONTACT**

1. Employees are not to interface with, or interfere with, Mall Tenants or customers at any time. There is to be no whistling, cat calling, or mingling of any kind. Employees who do not follow this requirement may be permanently removed from the project.

**PUBLIC PROTECTION PLAN**

1. The Contractor shall develop a Public Protection Plan as required by their Contract.

**SANITATION**

1. The Tenant General Contractor must provide in a clean and sanitary condition:
  - 1.1. adequate toilet facilities as required by the AHJ,
  - 1.2. hand wash facilities where such facilities are required by state standards
    - 1.2.1. where hand wash facilities are not required by state standards, each Contractor is required to provide appropriate hand wash facilities as required by their scope of work and products that they use
  - 1.3. appropriate containers for disposal of garbage unless otherwise assigned by Contract,
  - 1.4. all necessary insect or rodent control for items 1.1 to 1.3 of this subsection.
2. A minimum of one separate toilet facility is to be provided for each 20 Employees or fraction thereof per sex.
3. Toilet facilities shall be kept clean, maintained in good working order, designed and maintained in a manner that will assure privacy, and provided with an adequate supply of toilet paper.

**SCAFFOLDS**

1. Scaffolds shall be erected, moved, dismantled or altered only under the supervision and direction of a Competent Person qualified in scaffold erection, moving, dismantling or alteration.
2. All scaffolds are to be inspected daily by a Competent Person. Scaffolds are to be tagged at their access point with a green tag (safe to use), red tag (not safe to use), or yellow tag (special requirements for use apply that must be described on the tag). Red-tagged scaffolds and untagged scaffolds are not to be used. Activities on yellow-tagged scaffolds are to be conducted under the direction and control of a Competent Person. Refer to the SFT-34 for sample tags.
3. All scaffolds are to be labeled or tagged with the name of the Contractor who owns or controls (via lease/rental) the scaffold.
4. All scaffolds 26'4" and higher or five frames and higher are to have a stair tower or integral internal stair/ladder system for employee access.
5. The Employer shall have a Competent Person determine the feasibility and safety of providing fall protection for Employees erecting or dismantling supported scaffolds. Fall protection is required for Employees erecting or dismantling supported scaffolds where the installation and use of such protection is feasible and does not create a greater hazard.

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6. All scaffold users are to have appropriate Scaffold User Training.
7. Employees involved in erecting, disassembling, moving, operating, repairing, maintaining, or inspecting a scaffold are to be trained by a Competent Person to recognize any hazards associated with the work in question.
8. Handrails, midrails and toeboards are required on all scaffolds over six (6) feet high and scaffolds four (4) or more feet in height where the minimum horizontal dimension of the platform is 45 inches or less. If the guardrail system is incomplete or missing, appropriate personal fall protection is required.
9. A ladder or other acceptable means for scaffold platform access must be provided.
10. Wheels must be locked on rolling scaffolds before use. Scaffold "surfing" is prohibited.
11. All connections, including casters, on rolling scaffolds shall be pinned.
12. The Contractor must keep the platform load within the safe platform work load limit.
13. Scaffolds must be erected level on a firm base. When the scaffold is resting on earth or other such material, the uprights shall rest on and be secured to an appropriate base.
14. Suspended scaffolds must have adequate anchorage points. Occupants shall have a full body harness, lifeline and deceleration device that is attached to a separate anchorage point than that of the scaffold prior to stepping out onto any suspended scaffold.
15. Scaffold planks must be laid tight and secured to prevent movement. Planks must overlap between 6 and 12 inches over the scaffold supports.
16. Stilts are not permitted.

**SMOKING AREAS**

1. The Tenant Coordinator reserves the right to identify and designate areas of the project (up to and including the entire site) as "No Smoking" areas.

**STEEL ERECTION**

1. Fall protection for steel erection is to be in accordance with the FALL PROTECTION section of these Safety Standards.
2. Trusses and beams shall be braced laterally and progressively during construction to prevent buckling or overturning.
3. During placing of structural members, the load shall not be released from the hoisting line until the members are secured with not less than two bolts drawn up wrench tight.
4. Where skeleton steel is being erected, a tightly planked and substantial floor shall be maintained with two stories or 30 feet, whichever is less, below and directly under that portion of each tier of beams on which any work is being performed.
5. Open web steel joists shall not be placed on any structural steel framework unless such framework is safely bolted or welded.
6. Containers shall be provided for storing or carrying rivets, bolts, and drift pins, and secured against accidental displacement when aloft.
7. When bolts or drift pins are being knocked out, means shall be provided to keep them from falling.

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8. Impact wrenches shall be provided with a locking device for retaining the socket.
9. Connections of equipment used in plumbing-up shall be properly secured.
10. Turnbuckles shall be secured to prevent unwinding while under stress.
11. Plumbing-up guys shall be removed only under the supervision of a Competent Person.
12. Employees working above grade or any surface and exposed to protruding reinforcing steel or other similar projections shall be protected against the hazard of impalement by the use of guardrails, or approved fall protection systems, or protective covers.
13. Exposed edges of all temporary planked or temporary metal decked floors at the periphery of the building, or at interior openings, such as stairways and elevator shafts shall be protected by a single 3/8-inch minimum diameter wire rope located between 42 and 45 inches above design finish floor height. Midrail protection shall be installed at the completion of the installation of decking.
14. Employees shall be trained in accordance with applicable OSHA standards and project-specific requirements.

**TAR AND MELTING POTS / HOT ROOFING**

1. Any melting chamber must be vented and must have a working thermometer.
2. Melting pots or tar kettles cannot be located on roof surfaces. Melting pots and kettles must be on the ground outside, and at least 25 feet from any building.
3. Tar pipelines shall be adequately braced or supported to prevent collapse.
4. Barricades must be provided below when hot liquids are present overhead on a roof or upper floor.
5. Buckets containing hot asphalt or pitch shall not be carried on ladders.
6. A 20:BC or greater fire extinguisher shall be kept near each kettle in use.
7. Kettle and tanker pumps shall be provided with a means of stopping the flow of hot asphalt or pitch manually from the rooftop in emergencies.
8. Pumper pipelines shall be securely fastened at rooftop and not supported by ladders used for access.
9. Appropriate personal protective equipment is to be used for hot roofing operations. Depending on the task, this may include long sleeved shirts fastened snugly at the wrists, gloves that fit snugly at the wrist, pants without cuffs, and full face shields.

**TILE FLOORING (STONE OR CERAMIC)**

1. The Contractor is to protect exposed edges of tile work subject to public passage.
2. The Contractor is to provide an adequate transition between exposed tile edge and substrate via commercially available products that provide a smooth, ADA-compliant transition slope.
3. Where sufficient room exists to use physical barricades and maintain access/egress requirements, Tenant Coordinator may allow Contractor the option to use adequate physical barricades.”

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## WARNING SIGNS

1. The Contractor is to post site access and warning signage, including emergency contact information, in accordance with applicable requirements.
2. Persons shall obey all warning signs.
3. Signage shall be maintained in legible condition, and cleaned or replaced as necessary to maintain legibility.
4. Warning signs and barricades must be removed when the hazard no longer exists. The Contractor shall monitor conditions to ensure timely and accurate removal of these devices.

## WORK ZONE TRAFFIC CONTROL

1. The Contractor shall establish work area protection zones necessary to protect employees and the public when work is performed in areas where pedestrians or vehicles have access.
2. All employees in roadway work zones shall wear Class II (for Class I and Class II exposures) or Class III reflectorized garments in accordance with the requirements of the MUTCD.
3. Traffic control shall be established in compliance with the U.S. Department of Transportation Manual on Uniform Traffic Control Devices (MUTCD), State and local traffic control regulations, the WATCH Handbook (where required by the AHJ), or other contract-referenced documents/standards.
4. The Contractor shall establish Work Area Protection in consideration of the location of the worksite, pedestrian and traffic conditions, and the time of day (daylight or dark).
5. The Contractor shall ensure adequate protection to passing vehicles on a roadway by providing a Flagger when barricades, signs and signals may be insufficient.
6. Work zones must be made safe for pedestrians by using appropriate means, methods and devices.
7. All night work requires adequate illumination to light the work area and warn public and vehicular traffic.
8. The illumination used to light the work area shall be aimed such that it does not create glare for, or blind, pedestrians or the public driving through the work zone.
9. Flagging Operations
  - 9.1. Flagging Operations shall be conducted in accordance with the following unless a more specific standard applies:
    - 9.1.1. Flaggers shall be trained in the proper fundamentals of flagging (signaling) traffic before being assigned as Flaggers.
    - 9.1.2. The Flagger must be protected and the motorist forewarned by use of advance warning signs and cones.
    - 9.1.3. During the hours of darkness the Flaggers shall be outfitted with a reflectorized garment, and the Flagger's position shall be illuminated.
10. Plate Bridging
  - 10.1. Trenches, excavations, or other surface openings or significant depressions must be covered with a bridge plate to permit safe and unobstructed flow of traffic and pedestrians.

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- 10.2. Trench/bridge plates must be secured from movement by a holding device(s) such as cleats, angles, bolts, tack welding, etc., and are to be installed to produce a minimum amount of noise.
- 10.3. Trench/bridge plates should extend a minimum of one foot beyond the edges, with pavement materials feathering the edges for a reasonably smooth transition.
- 10.4. Trench/bridge plates shall not be smooth steel.
- 10.5. Advance warning signs shall be posted when steel plates are used in a travel path.
- 10.6. Where required by the exposure present, a guardrail system is to be provided to prevent falls to the lower elevation.

## **V. ADVANCE PLANNING SUGGESTIONS**

*Each operation of a construction job should be planned in advance. Such planning is needed at all stages of the project. Advance planning will benefit all aspects of the project – safety, productivity and quality, and will eliminate some incidents by creating a well-organized job.*

### 1. Safe Access and Movement

#### (a) Workers

- 1) Adequate work areas, access and egress
- 2) Adequate walkways and runways
- 3) Adequate ladders, stairways, or elevators
- 4) Work areas and passageways clear of rubbish, debris, nails, etc.
- 5) Protection for perimeter, floor and roof openings
- 6) Adequate illumination

#### (b) Vehicles and Equipment

- (1) Adequate site roads, including turning space
- (2) Separate materials storage areas and dump areas
- (3) Adequate signs, signals, etc., to route vehicles on job
- (4) Adequate maintenance and repair of vehicles

#### (c) Location of Utilities and Service

- (1) Locate saw shops, tool sheds, offices, etc., in a safe, convenient place
- (2) Consider location of high-voltage lines. Arrange to move, de-energize, or erect a barrier if contact is a possibility
- (3) Locate sanitary facilities, drinking water, power, etc., for safety and convenience

### 2. Schedule Work for Safety

- (a) Have safety materials on job when needed, i.e., personal protective equipment, etc
- (b) Plan work so that too many trades are not in a small area at the same time
- (c) Plan work considering product usage and the effect on adjacent trades (i.e. – hot tar roofing, solvent based paints, etc.)
- (d) Plan work considering tasks and their effect on adjacent trades (i.e. – sandblasting, grinding, cutting and welding, etc.)

### 3. Work Procedures

#### (a) Materials Handling

- (1) Methods of elevating and handling materials.
  - (A) Adequate space.
  - (B) Proper auxiliary equipment, i.e., cranes, hoists, elevators, trucks, etc.
- (2) Methods of loading and unloading.
  - (A) Adequate space.
  - (B) Proper auxiliary equipment, i.e., cranes, rigging, fork lifts, etc.

#### (b) Tools and Equipment

- (1) Inspection, repair, maintenance, and care.
- (2) Adequate supplies of the right tools for each part of job.

#### (c) Workers and Foremen

- (1) Adequate training and supervision, including proper job placement.
- (2) Adequate manpower.
- (3) Plans for maintaining interest in safety.
  - (A) Safety bulletins, record charts, and posters.
  - (B) Recognition for groups or individuals.
  - (C) Investigation and reporting on all accidents.
  - (D) Knowledge of safety orders.
  - (E) Safety meetings.

(Adapted from Cal/OSHA 8CCR1938)

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