

**SPECIAL
POINTS OF
INTEREST:**

- **New UFGS and AHA**
- **Letter from the Commanding Officer**
- **Updated EM 385 Class dates and locations**

**INSIDE
THIS ISSUE:**

- NW Distraction 2
- Ladder Safety 3
- Contract Safety Audits 3
- EM385 Updates 4



UFGS and AHA

In early 2016 we received an updated Unified Facilities Guide & Specs and in March 2016, a revised AHA form (now fillable). These documents have been sent to all the FEADS for distribution to both government employees and contractors.

All RFPs as of April 2016 are expected to use the new AHA forms AND have their signature log for each AHA readily available for review. Those whose RFP is prior to April 2016 are encouraged but not mandated to use the new form unless otherwise directed by your GDA.

More on these updates at the Annual Contractor Safety Meeting on April 20th at the U.S. Naval Undersea Museum in Keyport Wash.

2016
CONTRACT SAFETY MEETING
April 20th, 2016
9:00 am – 3:00 pm
Keyport Naval Undersea Museum
Lunch on your own
Faces, Topics, Forms
POC: Teresa Bamet 5-3002; teresa.bamet1@navy.mil

From the CO, NAVFAC Northwest



DEPARTMENT OF THE NAVY
NAVAL FACILITIES ENGINEERING COMMAND NORTHWEST
1101 TAUTOG CIRCLE
SILVERDALE, WASHINGTON 98315-1101

5103
Ser SF/16-301
APR 08 2016

From: Commanding Officer, Naval Facilities Engineering Command Northwest
To: Naval Facilities Northwest Contracted Partners

Subj: CONCERNING TREND OF CONTRACTOR MISHAPS THROUGHOUT NAVFAC

Encl: (1) 2016 NAVFAC HQ Awareness Promotion brief

1. The relationship between Naval Facilities Engineering Command Northwest (NAVFAC Northwest) and our contracted partners is extremely valuable. NAVFAC Northwest has a strong commitment to mishap prevention, and I believe any contractor performing work on our bases must also integrate our "zero mishap" philosophy into their daily work activities.
2. Last year, our NAVFAC Northwest contracted workforce had an average days away, restricted or transferred (DART) safety rate below that of general industry and the construction sector. Unfortunately, there have been multiple fatal mishaps which mar the injury record.
3. One of the basic components of a mishap prevention program is the ability to recognize and correct hazardous conditions. Common themes in many of our mishaps are the obvious nature of the hazard, violations of safety guidelines, and the failure of personnel on-site to stop the dangerous behavior. To raise awareness of dangerous practices and encourage employees and supervisors to take action when a hazard exists, the NAVFAC Northwest safety team developed basic hazard recognition training, enclosure (1), based on last year's fatal mishaps.
4. NAVFAC Northwest is providing this training to all employees as part of our ongoing mishap prevention program. I encourage you to do the same with your employees and subcontractors on the job site. Our goal is to improve individual skills in identifying hazards and preventing accidents no matter the type of work being performed.
5. Your mishap prevention efforts directly impact the Navy's mission and are essential to the safety and welfare of those you employ. NAVFAC Northwest has a strong commitment to mishap prevention. I ask that you substantially reinforce your commitment to workplace safety with each and every employee that works aboard a Department of Defense installation as soon as possible.
6. Working together we can safely accomplish the mission and attain our goals. We must remain vigilant to prevent all mishaps and ensure our valued employees return home uninjured after every workday.

Mark T. Gerónimo CAPT, CEC, USN
M. T. GERÓNIME

Northwest Distraction

We have “survived” one of the wettest winters in Washington attaining record rainfall and many power outages. All which have impacted projects throughout our region. A “BRAZO ZULU” to everyone on increasing their safety posture during this time resulting in minimal near misses and mishaps (in-house and contractor).

Spring has arrived and the anomaly of nice sunny days. “We” in the Northwest have a tendency to be distracted by the bright orb in the sky which has the possibility of turning into a injury/property damage. As the days continue to increase remember to add appropriate PPE and safety tips.

SAFETY TIPS FOR OUTSIDE HAZARDS—MACHINERY, INSECTS, HEAT, AND MORE

Spring Safety Meeting

1. Wear safety goggles, sturdy shoes, and long pants when using lawn mowers and other machinery.
2. Protect your hearing when operating machinery. If you have to raise your voice to talk to someone who is an arm’s length away, the noise can be potentially harmful to your hearing.
3. Make sure equipment is working properly.
4. Wear gloves to protect from skin irritations, cuts, and contaminants.
5. Use insect repellent containing DEET.
6. Follow instructions and warning labels on chemical and lawn and garden equipment. (As a reminder, if workers will be using consumer chemical products in amounts and/or frequencies that exceed typical consumer use, employers must obtain a Safety Data Sheet (SDS) for the product, ensure that it is properly labeled, and train workers in its hazards and safe work practices.)
7. Reduce the risk of sunburn and skin cancer by wearing long sleeves, a wide-brimmed hat, and sunshades. Use sunscreen with an SPF of 15 or higher.
8. Keep an eye on the thermometer and take precautions in the heat.
9. When working in hot weather, remind workers to drink plenty of liquids, but not those that contain alcohol or large amounts of sugar, as they can cause you to lose body fluid.
10. Pay attention to signs of heat-related illness, including high body temperature, headache, dizziness, rapid pulse, nausea, confusion, or unconsciousness.



Safety Focus - Ladders

The OSHA Standard for portable ladders contains specific requirements designed to ensure worker safety:

Loads

- Self-supporting (foldout) and non-self-supporting (leaning) portable ladders must be able to support at least four times the maximum intended load, except extra-heavy-duty metal or plastic ladders, which must be able to sustain 3.3 times the maximum intended load. (Figure 1.)



Figure 1

Angle

- Non-self-supporting ladders, which must lean against a wall or other support, are to be positioned at such an angle that the horizontal distance from the top support to the foot of the ladder is about 1/4 the working length of the ladder. (Figure 2.)
- In the case of job-made wooden ladders, that angle should equal about 1/3 the working length. This minimizes the strain of the load on ladder joints that may not be as strong as on commercially manufactured ladders.



Figure 2

Rungs

- Ladder rungs, cleats, or steps must be parallel, level, and uniformly spaced when the ladder is in position for use. Rungs must be spaced between 10"-14" inches apart.
- For extension trestle ladders, the spacing must be 8"-18" inches for the base, and 6"-12" inches on the extension section.
- Rungs must be so shaped that an employee's foot cannot slide off, and must be skid-resistant. (Figure 3.)



Figure 3

Slipping

- Ladders are to be kept free of oil, grease, wet paint, and other slipping hazards.
- Wood ladders must not be coated with any opaque covering, except identification or warning labels on one face only of a side rail.



Figure 4

Other Requirements

- Foldout or stepladders must have a metal spreader or locking device to hold the front and back sections in an open position when in use. (Figure 4.)
- When two or more ladders are used to reach a work area, they must be offset with a landing or platform between the ladders.
- The area around the top and bottom of ladder must be kept clear.
- Ladders must not be tied or fastened together to provide longer sections, unless they are specifically designed for such use. (Figure 5.)
- Never use a ladder for any purpose other than the one for which it was designed.



Figure 5

Additional Examples

- This man is improperly using the top rung of this step ladder to work from. (Figure 6.)



Figure 6

Contract Safety Audits

Contract Safety Audits are conducted on a monthly basis by the Contract Safety Manager, Teresa Barnet. The three items audited are: Accident Prevention Plans (using the Appendix A from the EM385 for the timeframe the contract was awarded), AHA and Contract Compliance - a snapshot of what work is being performed on the site the day of the audit.

A point to emphasize is these are audits NOT INSPECTIONS. The rating given for each element on the three separate forms is a tool for Contractors to use to improve their Safety Programs.

Copies of all the forms are provided to the GDA and Contractor when all the forms are completed.

Each month contractors are selected at random, by the Command Safety Officer; Teresa contacts the CM/ET/PAR assigned to that Contract to coordinate a date and time for the Audit.

This year there are three focuses:

- Getting to know the new Contract Safety Manager.
- GDA and Contractors becoming familiar with the forms and rating elements.
- Provide the Contractor with suggestions/training to improve their Safety Program.

The GDA is not required to be at the Audits but, to date, many have been present which is always beneficial to everyone.



EM 385 40-hour Training

POC: Teresa Barnet, Contract Safety Manager

PWD Everett and PWD Whidbey have 12 new graduates of the EM 385 40-Hour Contract Hazard Awareness Training! CONGRATULATION!!

Registration is through Total Work Force.

https://totalforcetraining.navfac.navy.mil/s_courses.asp?command=nwdiv&course_type=all

EM 385 2016 Training Dates

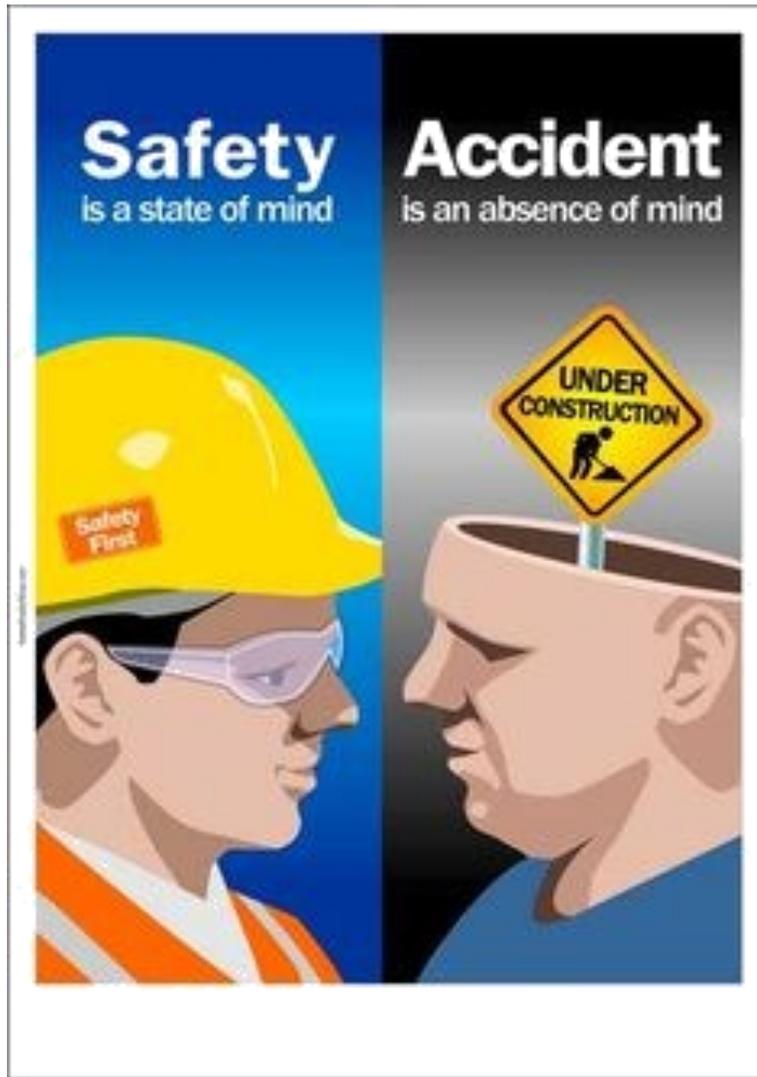
May 9-13
NAVFAC NW HQ,
Bldg 1101, Training Room
0730-1630

TENTATIVE CLASS

October 24-28
NAVFAC NW HQ,
Bldg 1101, Training Room
0730-1630

40 Hour Contract Hazard Awareness (EM385) Course Graduates





**Naval Facilities Engineering
Command Northwest**

1101 Tautog Circle
Silverdale, WA 98315

The NAVFAC Northwest Safety Team is committed to ensuring our workers go home each night to their family and friends through a proactive “putting prevention into practice” program and making Safety #1.

Command OSH: Mark Hurst

Contractor Safety Manager: Teresa Barnet

SSM NBK Kitsap: Eric Davis

SSM NASWI/NSE: Michael Widener

Admin Support: TBD