

SECTION 3

PROJECT ORGANIZATION, QUALIFICATIONS, AND RESPONSIBILITIES

The Project Manager (PM), Senior UXO Supervisor/Site Manager (SUXOS/SM), UXO Safety Officer (UXOSO), and ITSI Health and Safety Program Director (HSD) are collectively responsible for formulating and enforcing health and safety requirements and for implementing the APP/SSHP. This section outlines the specific safety responsibilities, accountability, and lines of authority for ITSI and Parsons personnel, as well as subcontractors, suppliers, and visitors during the course of project activities.

All site personnel and subcontractors performing duties or working in areas where there is a potential for exposure to hazardous material will meet the training requirements of OSHA 29 CFR §1910.120 before working on the site. Site personnel and their duties are outlined below:

1. **The ITSI Project Manager, Joni Jorgensen-Risk** is responsible for all ITSI personnel and subcontractors onsite, and designates duties to the onsite personnel. If the ITSI Project Manager is absent, the name and contact information of the acting ITSI Project Manager shall be used provided in the Appendix C, Forms, of this SSHP.
2. **The Parsons Project Manager, William J. Kelso, P.E.** is responsible for all Parsons personnel and Parsons' subcontractors onsite, and designates duties to the on-site personnel. If the Parsons Project Manager is absent, the name and contact information of the acting Parsons Project Manager shall be used provided in the Appendix C, Forms, of this SSHP.
3. **The ITSI Director of Health & Safety Programs, Irene S. Fanelli, C.I.H.** will maintain overall responsibility for decision making for the health and safety on this project, especially as it pertains to ITSI employees, and will provide support regarding hazard analysis, required training, safe work procedures, and levels of protection.
4. **The Project Health and Safety Manager (PHSM), Tim Mustard, C.I.H.** is responsible for oversight and direction to ensure full compliance with all health and safety issues at the project site. The PHSO will oversee all aspects of site safety, including: the preparation of the Safety and Health Plan, and audit site operation records to verify OSHA, USACE, and SSHP compliance. If the PHSM is absent, the name and contact information of the acting PHSM shall be used provided in the Appendix C, Forms, of this SSHP.

5. **The UXO Safety Officer (UXOSO)** shall have at least 8 years of UXO experience, a portion of which includes implementing safety and occupational health procedures at cleanup operations. The UXOSO must also meet the requirements of Department of Defense Explosives Safety Board (DDESB) Technical Paper (TP) 18. The UXOSO will be present during operations, is responsible for implementing the APP/SSHP, and has the authority and responsibility for the following actions:

- Inspect site activities to identify safety and occupational health deficiencies and correct them.
- Coordinate changes and modifications to the work plan or APP/SSHP with the PHSM, PM, site manager, and Contracting Officer (KO) or Contracting Officer's Representative (COR).
- Conduct site-specific training and audits.
- Stop work authority.

The UXOSO is designated as the first responder for medical emergencies or minor injuries and is the on scene commander in the event of an emergency.

6. **The SUXOS/SM** shall have at least 10 years of combined EOD/UXO experience as stipulated in DDESB TP 18, with a minimum of 5 years of supervisory experience. The SUXOS/SM is responsible for the overall operation and the assigned tasks and has the authority and responsibility for the following:

- Task assignment and scheduling.
- Overall responsibility for work plan implementation.
- Onsite representative for ITSI PM

7. **Site Personnel.** Site personnel will only perform tasks for which they have received appropriate training.

Where UXO is involved, field personnel will be responsible for locating and identifying unexploded ordnance on the site and for clearing access pathways to sampling and work locations. UXO personnel shall not move any UXO found. UXO disposal operations will be conducted in conformance with the Explosives Safety Submission. The UXOSO will stop work if any operation threatens work or public health or safety.

8. **Subcontractors and Suppliers.** Each subcontractor working on the project site will be required to adhere to this APP/SSHP and the requirements presented below.

All subcontractors will be screened for safety performance and compliance with Federal alcohol and drug testing requirements prior to being issued any contract for site work. Subcontractors will comply with the requirements for site safety as outlined in the APP/SSHP. The SUXOS will be responsible for the conduct and control of field-related

work and subcontractors. A local licensed surveyor is anticipated to be subcontracted to support this scope of work.

All subcontractor employees are subject to the same training and medical surveillance requirements as ITSI and Parsons personnel, as applicable to the job activity. All activities involving the potential for exposure to hazardous waste materials will require medical and training certification as mandated by 29 CFR 1910.120 and 29 CFR 1926.65. All subcontractor personnel will be required to sign in daily and be required to attend a daily tailgate safety meeting. All subcontractors involved in construction support or remedial activities will complete a Subcontractor Pre-Job Safety Checklist prior to the start of work at the site. Subcontractors will submit AHAs for their work activities to the SUXOS. The subcontractor reports directly to the SUXOS. All incidents involving subcontractor employees shall be reported to the SUXOS and a copy of the subcontractor's injury/illness report shall be submitted to the HSD within 24 hours.

Subcontractors are required to read and comply with all requirements of this APP/SSHP, and to sign the SSHP Acknowledgement form.

Suppliers delivering materials to the project site or providing equipment or equipment maintenance will comply with all work rules and regulations. Supplier personnel will not be permitted into the active exclusion zone (EZ) unless training and medical surveillance is in accordance with 29 CFR 1910.120/1926.65.

9. Site Visitors. Site visitors will not be allowed into active work areas without making arrangements with the Los Angeles District of the USACE, ITSI, and Parsons well in advance of the planned visit. In addition, ITSI and Parsons will deny visitors access to any active work areas unless they present written documentation of the appropriate, up-to-date hazardous waste operations training.

Visitors will not be allowed into active work areas associated with UXO operations unless they provide written evidence that they are UXO-qualified personnel or they are accompanied by UXO-qualified personnel. Also, all UXO operations will be suspended when non-qualified personnel are within a UXO work area.

While ITSI and Parsons may be able to provide a limited amount of PPE, site visitors will be responsible for coordinating PPE needs and available supplies with ITSI and Parsons prior to their arrival at the site. Site visitors will be required to wear appropriate PPE, as dictated by ITSI and Parsons and the SSHP during the visit. In addition, it is the general policy of ITSI and Parsons to suspend active site operations during site visitations by outside observers. If visits to view active operations are required and necessary, ITSI and Parsons will expect advance notice of the planned site visit so necessary arrangements and coordination can be discussed and reviewed.

Once visitors have provided ITSI and Parsons with sufficient information and documentation to document their acceptability to visit a site, they will be briefed by a qualified person on the hazards expected on the site and the health controls required. They will be escorted by the site manager or their designee, and will sign the visitor sign-in/out log. All visitors will be required to follow all advice and instructions

provided by the ITSI and Parsons' site manager and UXOSO. Failure to follow instructions or guidance may endanger the health and safety of the site visitor and other site personnel. Visitors not complying with provided site guidance and instructions will be escorted from the site.

Visitors to the site not satisfying the above conditions will be denied access to active sites under the control of ITSI and Parsons.