

Contract-Specific Safety Plan (CSSP) Template and Guidance

(Subcontractor may choose to use this template or their own format as long as this information is included)

Instructions: Sandia National Labs is required by the US DOE to ensure safety. A CSSP is documentation expressing how a subcontractor will implement and comply with applicable federal, state, and local safety and health requirements when performing the work detailed in the scope of work. This is inclusive of an evaluation of hazards and how those hazards will be controlled during work performance. Sandia has identified the applicable hazards in the scope of work that it anticipates subcontractors may encounter in implementing this work. An NTESS-approved CSSP is required prior to performing any activity level work incorporated in the statement of work that has been provided to you. **Subcontractors are required to provide this information to any lower-tier subcontractor(s) and to ensure that lower tier subcontractor(s) adhere to this CSSP and the terms and conditions of the NTESS subcontract.**

Subcontractor/Company Name: .	
Request for Quote (RFQ) #	<u>OR</u> Purchase Order (PO) #
Work Location(s): (If work will be performed at SNL in NM or CA, list bldg./rm #. If work will be performed elsewhere, indicate where.)	
Subcontractor CSSP Author(s):	Date work is anticipated to begin:
Brief Description of Work: (Example - Repair lighting and replace burned out bulbs in building 823, 3rd floor)	

Work Steps	Hazards	Controls/Personal Protective Equipment (PPE)	Applicable Requirements
Example - Remove equipment from the truck, take elevator to 3rd floor, stage equipment near freight elevator.	Example - Heavy lifting; sharp edges on lighting fixtures	Example - Use dolly or other equipment such as forklift to lift heavy object. Any objects for individual lifting requires implementing proper lifting techniques: plan ahead by checking path and surroundings to determine how reach destination/stretch/squat and bend knees so lift using legs with feet close to object/carry and use small steps/set down in reverse method of lift; lift with 2 man rule when appropriate; wear protective gloves when handling fixtures.	Example - For Work performed on a Sandia-Controlled site: 10 CFR 851.10 General Requirements.
Example - Erect ladders near first light fixture and test for positive voltage.	Example - Working at heights, fall protection/elevated falls; slips, trips and falls on ground level; electricity, shock	Example - Use nonconductive ladders; inspect ladder prior to use; 3 points of contact on ladder when climbing and working; use approved voltage meters when testing circuits.	Example - NFPA 70E, Standard for Electricity Safety in the Workplace;

List any emergency equipment, personal protection equipment, permit, license or registration necessary for safe work performance

Emergency Planning			
List Subcontractor Safety Representative:		Contact phone #:	
List point of contact on site for event/injury notification:		Contact Phone #:	
Detail stop work procedure:			
Identify any training or qualifications necessary to perform this work (must provide evidence of completion)		Copy of training/qualifications document attached?	
		Yes	
CSSP Reviewed by Sandia ESH Coordinator or SME Print Name	Sign	Date	
Approval/Acceptance	Print name	Sign	Date
Subcontractor Safety Representative*			
Sandia Line Manager*			
<p>*By signing this form, you are acknowledging that you have read and understand the complete statement of work. You also agree to ensure all work is performed in a safe manner, in accordance with the information documented here, and with DEAR 970.5223-1 Integration of Environment, Safety and Health into Work Planning and Execution to the best of your ability.</p>			