

Office of Construction Safety (OCS)
Safety and Site Support

Site Safety Plan (SSP)

DDC Projects

Welcome



Andrew Melnyk, OCS Director

- **What is an SSP**
- **SSP Development and Submittal Process**
- **SSP Content**
- **SSP User Manual**
- **SSP Status and Submittal Timeframe**

Site Safety Plan (SSP)

SSP is a document specific to the project work scope and shall address hazards associated with the project tasks and include specific safety procedures and training appropriate and necessary to complete the work. The SSP is subject to review and acceptance by the Office of Construction Safety (OCS).

Site Safety Plan (SSP)



- In the SSP the contractor will provide a **DETAILED** work scope, determine potential hazards, and have procedures to mitigate identified hazards at the construction site.
- The SSP should include all involved parties (e.g. GC, subcontractors, consultants, etc.) and their responsibilities at the project.
- Involved employees shall be trained on the SSP requirements, evaluation and enforcement of safety procedures and hazard mitigation.



SSP Development and Submittal Process:

Roles and Responsibilities

Roles and Responsibilities

SSP development, submittal and review process involves three parties:

- Contractor
- Project Staff, and
- Office of Construction Safety (OCS).

All three play an important role in ensuring that the SSP is well developed and reviewed expeditiously.

Project Staff Responsibilities

Project Staff – Through the SSP APP, reviews and verifies the contractor has:

- Selected applicable construction activities
- Completed and attached required templates
- Attached required documentation (drawing, MPT, records. etc.)

If SSP is incomplete, has inaccurate information or missing documentation, Project Staff returns SSP to the contractor for revision and resubmission.

When information in SSP is deemed comprehensive and sufficient, the SSP will be submitted by Project Staff to OCS for review and acceptance determination.



OCS Responsibilities

OCS Code Compliance Unit

- Reviews SSP prepared by the contractor and submitted by Project Staff
- Evaluates each section and applicable template is reviewed for completeness
- Determines status (Acceptable, Unacceptable, and Conditionally Acceptable) and provides review results



SSP Development and Submittal Process:

SSP Application Access by Project Staff

Site Safety Plan – Benchmark access



NYC Department of Design and Construction | Benchmark

MY PROJECTS WATCH LIST SEARCH REPORTS FEP TASK ORDER SAFETY PLAN

q Please enter a Project ID, FMS ID, or Project Title ...

ADVANCED SEARCH

To access SSP application:

1. Access Benchmark
2. Type Project ID in search bar and press "enter" to search

NYC DDC
View Manual

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Site Safety Plan – Benchmark access



BED809 | RECONSTRUCTION OF WATER MAIN IN AVENUE S, BK

PROJECT INFO CONTRACT DETAILS MILESTONES PAYMENTS BUDGET FEP DOCUMENTS SAFETY PLANS

3. Click on "Safety Plans" tab under the project name

Project Info

Status Report

FMS ID BED-809	Current Phase Construction	Design By In-House	Scope RECONSTRUCTION OF WATER MAIN IN AVENUE S, BK
Secondary FMS IDs	Subphase Construction 50-75%	Design Group 1	
Division Infrastructure	Project Type Distribution Water main	CM Boro Brooklyn	
Program unit BROOKLYN	Priority Standard	Construction FY 2019	
Program Type	Contract Type: Design In-House	Design FY 2016	
Sponsor Environmental Protection	Construction Requirements TO	Original FY 2018	
Status			

Sponsor Agency Info

This project has no Sponsor agencies yet.

Contractor Field Info



Site Safety Plan Application

The screenshot displays the NYC DDC Safety & Site Support application interface. At the top left, the NYC DDC logo and 'SAFETY & SITE SUPPORT' are visible. The user 'Melnyk, Andrew' is logged in. The main content area is titled 'Site Safety Plan' and shows a search filter for 'By Project Id: BED809'. A table lists search results with columns for Contract Reg/Pin, Project ID, Submittal #, Program Unit, Contractor, Auditor, Last Updated By, Last Updated On, and Status. The 'Project ID' column is circled in green, and a callout box points to it with the text 'From generated search list, select project to access SSP'. The table contains one entry with Contract Reg/Pin 20191404786, Project ID BED809, Submittal #, Program Unit BROOKLYN, Contractor TRIUMPH CONSTRUCTION CORP., Auditor Daniel Cody, Last Updated On October 15, 2019, and Status Draft.

Contract Reg/Pin	Project ID	Submittal #	Program Unit	Contractor	Auditor	Last Updated By	Last Updated On	Status
20191404786	BED809		BROOKLYN	TRIUMPH CONSTRUCTION CORP.		Daniel Cody	October 15, 2019	Draft

From generated search list, select project to access SSP

Specific Site Safety Plan

The screenshot displays the NYC DDC Safety & Site Support portal. At the top left is the NYC DDC logo. The top right shows the user profile for Melnyk, Andrew. The main header area contains project information: Contract Reg/PIN # 20191404786, DDC Project ID BED809, Registration Date September 21, 2018, Expiration Date November 20, 2023, Task Order Amount, Task Order No., Contractor TRIUMPH CONSTRUCTION CORP., and Program Unit BROOKLYN. The status is 'Draft'. The work scope description is 'Replacement of water mains in Avenue S between Coney Island Ave. and E. 18th Street, Borough of Brooklyn'. Below this, there are tabs for 'Construction Activities' and 'Site Safety Plans'. A table lists various construction activities with columns for Start Date, Max Height, Max Width, Max Depth, Type, and Description.

Construction Activity	Start Date	Max Height	Max Width	Max Depth	Type	Description
Blasting and the Use of Explosives						
Concrete, Masonry and/or Paving	5/4/20					
Confined Space Entry						
Construction Vehicles/Heavy Equipment	1/6/20					
Cranes, Derricks and Hoists						
Demolition						
Elevator Work						
Excavation	1/6/20		5	6		
Night and/or Interior Work						
Operations and/or Equipment Requiring Lockout/Tagout						
Pile Driving Operations						

Sandra Glick, Chief of Code Compliance unit, OCS

SSP Content



SSP Project-related Information

NYC DDC SAFETY & SUPPORT

Contract Reg/PIN # 20211414552

DDC Project ID: S136-367
 Registration Date: February 10, 2021
 Expiration Date: September 1, 2023
 Division: Public Buildings
 Contractor: PRISMATIC DEVELOPMENT CORP.
 Program Unit: SANITATION
 Status: Review Completed by Program Unit

Work Scope Description
 A new garage serving both districts and renovation of the Borough Repair Shop. The site is to be reconfigured with new grading & drainage, new covered salt storage, new outdoor fueling, new household special waste collection, outdoor DSNY truck parking and a new force main sanitary line to connect to the NYC DEP sewer

Sub-Contractors

ASSIGN CLEAR

Construction Activity	Start Date	Max Height	Max Width	Max Depth	Type	Description
Blasting and the Use of Explosives						
Concrete, Masonry and/or Paving	1/10/22					
Confined Space Entry	5/20/22					
Construction Vehicles/Heavy Equipment	1/10/22					
Cranes,Derricks and Hoists	2/1/22					to be determined
Demolition	8/17/22					
Elevator Work	4/14/22					
Excavation	1/10/22					
Night and/or Interior Work	3/2/22					
Operations and/or Equipment Requiring Lockout/Tagout	7/19/22					
Pile Driving Operations	1/10/22					
Roof Work	3/1/22					




Determining Applicable Sections of SSP

- A well-defined scope of work will dictate the selection of project-specific sections (Construction Activities).
- General sections or elements will vary depending on whether it's a Public Buildings or Infrastructure project.
- All SSPs for all projects have Mandatory Sections.

Construction Activities - Examples

- Blasting and the Use of Explosives
- Concrete, Masonry and/or Paving
- Confined Space Entry
- Construction Vehicles/Heavy Equipment
- Cranes, Derricks, and Hoists
- Demolition
- Elevator Work
- Excavation

Preparation of SSP by a contractor

NYC DDC | Contract Portal    **Prutech Test**
UNIVERSAL TESTING & INSPECTION SERVICES

Contract Reg/Pin # 20187213023

DDC Project ID	Task Oder No.	Registration Date	Expiration Date	Division	Program Unit	Task Order
C75FCADEMDC	184A	December 21, 2018	July 23, 2018	Public Buildings	CORRECTIONS	\$87,560.20

Create New Site Safety Plan Status: **Draft**

Project Scope Construction Activities Site Safety Plans

Blasting and the Use of Explosives
Select Start Date

Concrete, Masonry and / or Paving
Select


Confined Space Entry
Select Start Date


Construction Vehicle/ Heavy Equipment
Select Start Date

Preparation of SSP by a contractor

Construction Activities		Site Safety Plans				
Construction Activity	Start Date	Max Height	Max Width	Max Depth	Type	Description
Blasting and the Use of Explosives		↑	↑	↑	↑	↑
Concrete, Masonry and/or Paving	2/9/22	↑	↑	↑	↑	↑
Confined Space Entry	2/4/22					
Construction Vehicles/Heavy Equipment	2/15/22					
Cranes,Derricks and Hoists						
Demolition	12/15/21					
Elevator Work	5/6/22					
Excavation	2/4/22		16 ←	6 ←		
Night and/or Interior Work	12/15/21					
Operations and/or Equipment Requiring Lockout/Tagout	7/11/22					
Pile Driving Operations						
Roof Work	3/8/22					
Scaffold	12/20/21	18 ←			pipe scaffolding	←
Sidewalk Shed						
Steel Erection	1/26/22					
Use of Radioactive Materials and/or Use of X-Ray Equipment or Laser						
Welding and Cutting	1/26/22					
Work or Placement of Equipment and Material at Roadway and Sidewalk	2/15/22					
Working at Height (6 feet and above)	12/20/21					← baker scaffold on floors, supported scaffold at monumental stairs

Construction Activities & Mandatory Sections





Contract Reg/PIN # 20238808768

DDC Project ID HWTRR1	Expiration Date June 14, 2028	Task Order Amount Task Order No.	Contractor HUICATAO CORP	Status Review Completed by Program Unit
Registration Date July 18, 2023	Division Infrastructure		Program Unit STATEN ISLAND	

Work Scope Description
 This project has been initiated to bring three identified utility trenches in SI to a state of good repair. These sites, pulled from a master list, were prioritized with attention to ratings data, field observations, and community needs. The sites are split into scoping categories, full street reconstruction, and trench restoration with resurfacing. Projects will upgrade pedestrian facilities to ADA compliancy, and address adjacent capital assets in poor condition (curbs, sidewalks, and others as needed). SER002333 IS A SUB-PROJECT TO HWTRR1.

Safety Code Compliance Auditor

ASSIGN
CLEAR

Sub-Contractors

Construction Activities | **Site Safety Plans**

Activity	Expiration Date	Documents	Completion Date	Status	Actions
* Hot Work	9/30/24	FDNY Hot Work Certs.pdf Hot Work.pdf Hot Work Permit.pdf	11/28/23 11/28/23 11/28/23	Acceptable	
* Housekeeping		Housekeeping.pdf	11/28/23	Acceptable	
* Ionizing/Nonionizing Radiation	9/30/24	Lazer Cert.pdf Ionizing and Nonionizing Radiation.pdf	11/28/23 11/28/23	Acceptable	
* Job Hazard Analysis		8-2-24 Revised JHAs.pdf JHA Tree Pruning.pdf JHA Alaska Street.pdf Job Hazard Analysis.pdf JHA's Alaska.pdf	8/5/24 6/25/24 2/12/24 11/28/23 11/28/23		
Lockout/Tagout	10/1/25	Lockout-Tagout.pdf	2/12/24	Acceptable	
* Maintenance and Protection of Traffic Plan- Infra		Maintenance and Protection of Traffic.pdf MPT Drawings.pdf	11/28/23 11/28/23	Acceptable	
* Material Handling, Storage, Use and Disposal - Infra		Materials Handling, Storage, Use and Disposal.pdf	11/28/23	Acceptable	
* Multiemployer Sites Accident Prevention and Safety Compliance		9-13-24 Multi Employer Work Site.pdf 8-5-24 Multiemployer Sites Accident Prevention and Safety Compliance.pdf Multiemployer Sites Accident Prevention and Safety Compliance Rev.2.pdf 6-24-24 Anticipated Subcontractors.pdf 6-25-24 Subcontractor Safety Management Policy.pdf	9/13/24 8/5/24 6/25/24 6/25/24 6/25/24		



SSP User manual: *Program Unit's Role*

Contract Reg/PIN # 2021-123251

DPC Project ID
PV791-TNC

Registration Date
June 14, 2021

Public Buildings

ask Order Amount

ask Order No.

Contractor
PEN ENTERPRISES INC.

Program Unit
CULTURALS

Status

Review Completed by Program Unit

Work Scope Description
HVAC SYSTEM REPLACEMENT

Safety Code Compliance Auditor

Sub-Contractors

ASSIGN

CLEAR

Construction Activities

Site Safety Plans

* Emergency Action Plan

* Evacuation Plan-PB

* Fall Protection - PB

* Fire Protection and Prevention- PB

* First Aid and Medical Attention

* Hazard

* Hot Work

* Housekeeping

This date is key

11/8/21

Evacuation Plan_1.pdf

Evacuation Plan.pdf

Fall Protection_PB_2.pdf

Fall Protection_PB_1.pdf

Fall Protection_PB.pdf

Fire Protection and Prevention_PB_1.pdf

Fire Protection and Prevention_PB.pdf

First Aid Medical Attention.pdf

Hazard Assessment and Corrective Actions.pdf

Hazard Communication.pdf

Hot Work.pdf

Housekeeping.pdf

9/19/21

9/19/21

8/14/21

9/19/21

8/14/21

10/27/21

9/19/21

8/14/21

9/19/21

8/14/21

8/14/21

8/14/21

Acceptable

Acceptable

Acceptable

Acceptable

Acceptable

-

-

-

Open the most recent file(s) submitted

Within "Site Safety Plan",
Select a section to see a clean copy of corresponding template (in PDF).

Select attached documents or files for screening sections with "blank status" i.e. the sections needed for review.

SUBMIT

Fall Protection - PB

Fall Protection_PB_2.pdf

10/27/21, 2:17 PM

Fall Protection_PB_1.pdf

9/19/21, 8:57 PM

Fall Protection_PB.pdf

8/14/21, 1:41 PM

10 / 35

FALL PROTECTION

This section includes safety procedures that will be used to address fall hazards on this project. In addition to safety procedures, listed below, Federal OSHA Standards, current New York City Building Codes, DDC Contract Safety Requirements, and any other governing agencies rules, regulations, laws, and procedures will be adhered to. The most stringent of these standards will govern.

Note: This section does not apply to scaffolds, steel erection, cranes and derricks.

COMPETENT PERSON

The competent person for fall protection for this project is

[Issac Etedgui-Site Safety](#)

The competent person will be responsible to:

- Evaluate the jobsite to determine where fall hazards may be present.
- Ensure that all employees who may be exposed to a fall hazard are trained.
- Select and verify the installation and use of fall protection systems.

Additional Responsibilities:

NONE

GENERAL

- Each employee on a walking/working surface (horizontal and vertical surface) with an unprotected side or edge which is 6 feet (1.8 m) or more above a lower level will be protected from falling by the use of guardrail systems, safety net systems, or personal fall arrest systems.
- Each employee on a walking/working surface (horizontal and vertical surface) with an unprotected side or edge which is 6 feet (1.8 m) or more above a lower level will be protected from falling by the use of guardrail systems, safety net systems, or personal fall arrest systems.
- Each employee who is constructing a leading edge 6 feet (1.8 m) or more above lower levels will be protected from falling by guardrail systems, safety net systems, or personal fall arrest systems.
- Each employee on a walking/working surface 6 feet (1.8 m) or more above a lower level where leading edges are under construction, but who is not engaged in the leading edge work, will be protected from falling by a guardrail system, safety net system, or personal fall arrest system.
- Each employee in a hoist area will be protected from falling 6 feet (1.8 m) or more to lower levels by guardrail systems or personal fall arrest systems. If guardrail systems, [or chain, gate, or guardrail] or portions thereof, are removed to facilitate the hoisting operation (e.g., during landing of materials), and an employee must lean through the access opening or out over the edge of the access opening (to receive or guide equipment and materials, for



1



2



3



4

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exposed to damage, will be visually inspected by a competent person before each day's use for:

- external defects, such as deformed or missing pins or insulation damage, and
- indications of possible internal damage.

9. Equipment found damaged or defective is not to be used until repaired and is to be removed from service immediately.

10. All lighting fixtures for general illumination will be protected from accidental contact or breakage. Metal-case sockets will be grounded.

LOCKOUT & TAGOUT PROCEDURES
Applicable? Yes No

Lockout and Tagout procedures are covered in the Lockout and Tagout section of this plan.

ADDITIONAL REQUIREMENTS
The following additional safety measures and procedures will be implemented:

Enter additional procedure...

3. Concrete mixers with one cubic yard (0.8 m³) or larger loading skips will be equipped with the following: a mechanical device to clear the skip of materials and guardrails installed on each side of the skip.

4. Powered and rotating type concrete troweling machines that are manually guided will be equipped with a control switch that will automatically shut off the power whenever the hands of the operator are removed from the equipment handles.

5. Concrete buggy handles will not extend beyond the wheels on either side of the buggy.

6. Concrete pumping systems using discharge pipes will be provided with pipe supports designed for 100 percent overload. Compressed air hoses used on concrete pumping system will be provided with positive fail-safe joint connectors to prevent separation of sections when pressurized.

7. Concrete buckets must employ safety features including but not limited to positive safety latches and hang up prevention to prevent premature or accidental dumping. Will be designed to prevent concrete from hanging up on top and the sides.

8. Tremies must be secured with wire rope. Bull float handles will be made of or sheathed by non-conductive materials.

9. Bull float handles used where they might contact energized electrical conductors, ll be constructed of nonconductive material or insulated with a nonconductive sheath whose electrical and mechanical characteristics provide the equivalent protection of a handle constructed of nonconductive material.

10. Masonry saws will be guarded appropriately with a semicircular enclosure over the blade. A method for retaining blade fragments will be incorporated in the design of the semicircular enclosure.

Lockout/Tagout procedures.
Applicable Yes No

1. No employee will be permitted to perform maintenance or repair activity on equipment (such as compressors mixers, screens or pumps used for concrete and masonry construction activities) where the inadvertent operation of the equipment could occur and cause injury, unless all potentially hazardous energy sources have been locked out and tagged.

2. Tags will read "Do Not Start" or similar language to indicate that the equipment is not to be operated.

3. Only the designated employee performing the maintenance or repair activity is permitted to have the keys for the lock out device.

REFERENCES
OSHA 29 CFR 1926 Subpart
New York City Electrical Code
DDC Contract Safety Requirements



LOCKOUT / TAGOUT

This section describes lockout / tagout procedures to be followed. Lockout / tagout is a necessary requirement for maintaining safety of workers and the general public at construction sites by controlling hazardous energy including electrical, mechanical, hydraulic, pneumatic, chemical, thermal sources and others particularly during servicing and/or maintenance of machines and equipment.

GENERAL

All employees are required to comply with the restrictions and limitations imposed upon them during the use of lockout/tagout. All employees, upon observing a machine or piece of equipment which is locked/tagged out shall not attempt to start, energize, or use that machine or equipment.

LOCKOUT AND TAGGING OF CIRCUITS

Controls, equipment, and circuits will be tagged when de-energized at all points where re-energization is possible. Tags will be placed to identify plainly the equipment being worked on. The following employee(s) is responsible for implementation of Lockout and Tagging of Circuits:

Enter name(s)/title(s)

REQUIREMENTS FOR EQUIPMENT AND TOOLS

Ejection systems for bulk cement storage must be shut down, locked out, and tagged prior to employees entering the storage facility.

Employees will not perform maintenance on any concrete and masonry equipment such as compressors mixers, screens or pumps, unless all potential hazardous energy sources have been locked out and tagged. Tags will read Do Not Start or similar language to indicate that the equipment is not to be operated.

MACHINES AND EQUIPMENT

Applicable

Yes No

- An energy control program will be developed to address potential sources of hazardous energy on a construction site and will include the following elements:
 - Energy control procedures
 - Employee training
 - Periodic inspections

- An authorized person will be required to conduct periodic inspections to identify any deviations in the energy control program procedures. The following employee(s) is considered an authorized person(s) for our company:

Enter name(s)/title(s)

- If equipment is able to be locked out, it will be, unless a tagout system can demonstrate to provide full employee protection. The tagout device will be placed where the lockout device would have been installed. Where equipment is unable to be locked out, a tagout system will be employed.
- Energy control procedures as outlined in the energy control plan will describe:

Screening by Program Unit

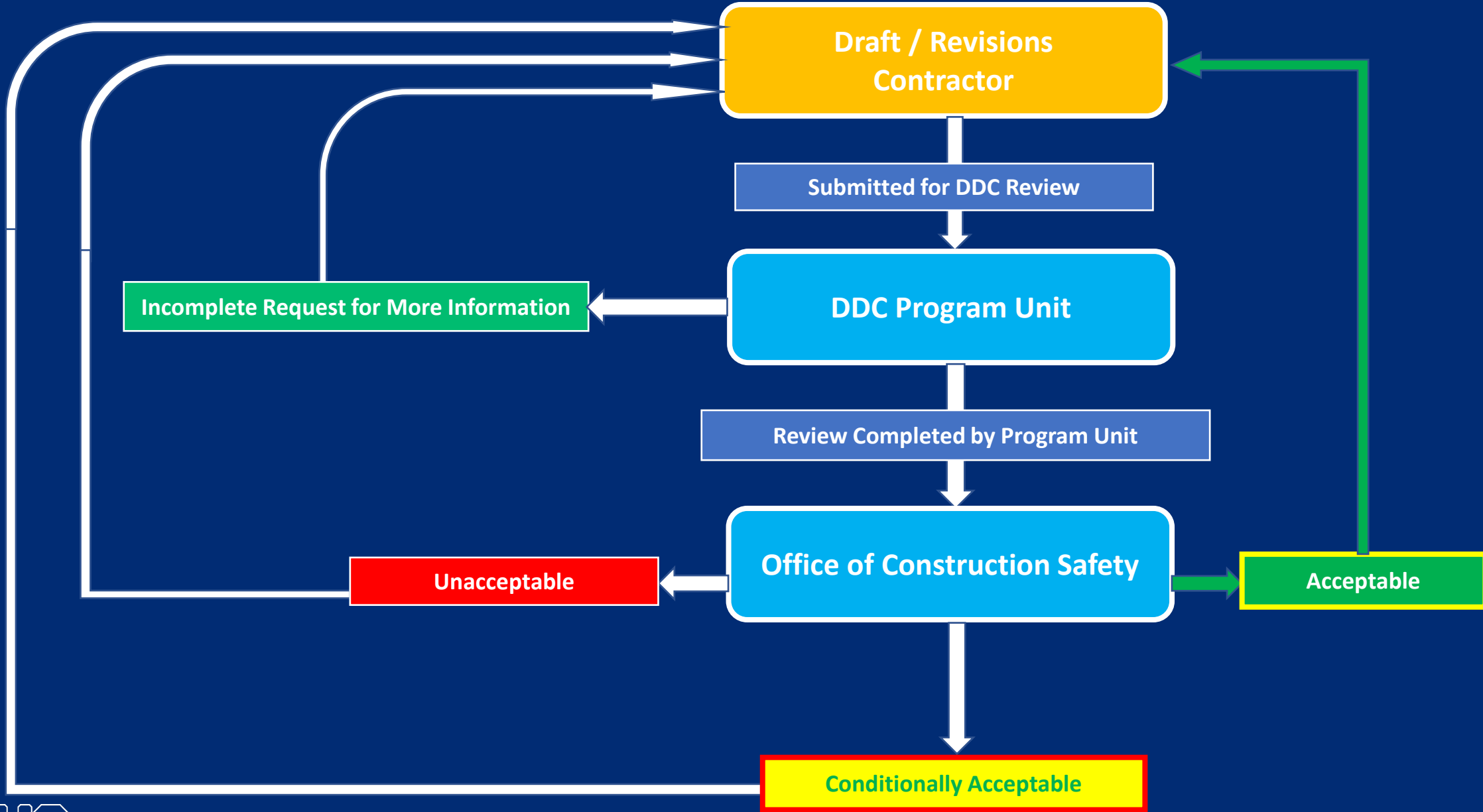
- Benchmark
- Construction activities. Work Scope
- Construction activities start dates. Schedule.
- Templates – attached, completed, correspond to the section.
- Attachments – applicable and task-specific. *Examples: MPT plan, drawings, checklists, forms, copies of certifications. Note: Corporate Programs and HASPs, are NOT Reviewed.*
- In templates use visible area only. For additional information, attachments shall be provided.
- JHAs must be submitted as separate attachments in addition to the template.
- Forms must be attached NOT inserted in the blank spaces of the templates.
- Ensure consistency throughout the SSP.
- Use “N/A” (Not Applicable) for templates that irrelevant to work scope.
- Templates, for previously completed SSPs, shall not be reused. Always download templates for each project.

Andrew Melnyk, OCS Director

SSP Status and Acceptance Timeframe

SSP Status in APP

- Draft (Initiation, Creation of SSP)
- Submitted for DDC Review
- Incomplete Request for More Information
- Review Completed by Program Unit
- Acceptable
- Unacceptable
- Conditionally Acceptable









SSP Status – Individual

NYC DDC SAFETY & SITE SUPPORT

Project Manager X
ddc

Site Safety Plan

Search & Filter

Contract Reg/Pin ↑	Project ID ↑	Submittal #	Program Unit ↑	Contractor ↑	Auditor ↑	Last Updated By ↑	Last Updated On	Status ↑	
20191425494	LQQ122-1E2		Libraries	VOLMAR CONSTRUCTION, INC.			November 20, 2019	Draft	 
20171401331	LQSUADA	1	LIBRARIES	VOLMAR CONSTRUCTION, INC.		Glick, Sandra	December 9, 2019	Accepted	 
8502019LQ0002C	LQOZROOF	3	LIBRARIES	SEA BREEZE GENERAL CONSTRUCTION		Glick, Sandra	December 7, 2021	Conditionally Accepted	 

SSP Status - Overall and Individual Sections

Contract Reg/PIN # 20211414552

DDC Project ID S136-367	Expiration Date September 1, 2023	Task Order Amount	Contractor PRISMATIC DEVELOPMENT CORP.	Status Conditionally Accepted
Registration Date February 10, 2021	Division Public Buildings	Task Order No.	Program Unit SANITATION	

Work Scope Description
A new garage serving both districts and renovation of the Borough Repair Shop. The site is to be reconfigured with new grading & drainage, new covered salt storage, new outdoor fueling, new household special waste collection, outdoor DSNY truck parking and a new force main sanitary line to connect to the NYC DEP sewer

Safety Code Compliance Auditor

Sub-Contractors

Construction Activities	Site Safety Plans	File Name	Date	Status
		First%2520Aid%2520Medical%2520Attention_AA_1.pdf	2/10/21	
* Hazard Assessment and Corrective Actions		Hazard%20Assesment%20attachment.pdf	2/10/21	
		Hazard%2520Assessment%2520and%2520Corrective%2520Actions_AA1.pdf	2/10/21	Acceptable
* Hazard Communication Program		HazardCommunication_AA1-R1.pdf	3/25/21	Acceptable
		Hazard%2520Communication_AA1 (1).pdf	2/10/21	Acceptable
* Hot Work	8/17/22	HotWork-Attachment-R1.pdf	3/25/21	Acceptable
		HotWorkAA1-R1.pdf	3/25/21	Acceptable
		Hot%2520Work_AA1.pdf	2/10/21	Acceptable
		hot%20work%20attachment.pdf	2/10/21	Acceptable
* Housekeeping		Housekeeping_AA1.pdf	2/10/21	Acceptable
* Illumination Procedure	12/1/21	illumination%2520AA1.pdf	2/10/21	Acceptable
* Job Hazard Analysis		JHA Clarification.pdf	10/13/21	Conditionally Acceptable
		Welkin - Plumbing piping installation - JHA - Final.pdf	9/10/21	
		.DSNY Welkin JHA002 Rigging R1 - FINAL.pdf	9/10/21	
		Fire - Life safety sprinkler protection - JHA - Final.pdf	9/10/21	
		JEMCO - Precast concrete panel installation - JHA - Final.pdf	9/10/21	
		Brick and concrete block masonry - misc masonry - JHA - FINAL.pdf	9/10/21	
	MISC ELECTRICAL JHAS - FINAL.pdf	9/10/21		



SSP Status: Email notification

The Office of Construction Safety has reviewed the Site Safety Plan (SSP) submitted by Contractor: **RESTANI CONSTRUCTION CORP.** for Project: **HWP20MXQC** and has determined that the SSP is **Conditionally Acceptable** and Contractor can proceed only with construction activities for which SSP sections were identified as “Acceptable”.

No construction activities associated with the “Conditionally Acceptable” sections of SSP can commence at this time.

At least 30 calendar days prior to performing construction activities for which SSP sections were identified as “Conditionally Acceptable”, the specific templates associated with those sections must be completed and uploaded with all required attachments, through the SSP application, for review and acceptance by the Office of Construction Safety.

If the contractor fails to provide the acceptable templates and required attachments prior to commencement of construction activities associated with the “Conditionally Acceptable” sections of SSP, the status of the Site Safety Plan will be changed from “Conditionally Acceptable” to “Unacceptable.”

During the course of the project, the Contractor may be required to amend the SSP to address newly identified tasks and hazards. The contractor is required to have the Conditionally Acceptable SSP at the project site and available for review upon request. Forms, drawings, safety documentation, and permits shall be updated as the project progresses.

Acceptance Timeframe

- Remind the contractor to provide required or missing information/documentation ASAP.
- Project Staff to screen within 5 working days from contractor submittal.
- Once SSP screening/review is completed by Project Staff, SSP is available for OCS to review.
- SSP reviewed by OCS in the order received (chronological).
- The entire SSP review process is a joint effort, and communication (comments, requested clarifications) within the SSP application is crucial.

Acceptance Timeframe Goals

- Requests for expedited review of an SSP to be submitted by the division's Executive Level (Assistant Commissioner) and require comprehensive information and verification. *If required information is not provided, the request to expedite may be declined.*
- Expedited review will be granted based on valid justification and extenuating circumstances. Note: improper planning by contractors or project staff is not considered a valid reason.

Q&A

Thank You!