Introduction

Kennesaw State University "KSU" seeks to provide and maintain, as far as it is practicable, an environment for its students, faculty, staff, contractors, and members of the public, that is safe and without risk to health. As a condition of the contract, KSU requires that Contractors and their subcontractors seeking to perform a service on any of our campuses exercise all necessary precautions to safeguard the health and safety of all persons including university employers, students, members of the public, and the employees, agents, and subcontractors of the Contractor.

It is the responsibility of each Contractor to inform him/herself of applicable KSU's health and safety policies, and procedures implemented by the University. The contractor will comply with the applicable Federal, State, Local and KSU internal policies, procedures, or measures. In the event of any inconsistency, Contractor will comply with the procedures or measures that produce the highest level of health and safety outcome.

1. Purpose

This document describes Environmental Health and Safety requirements for Service Providers (Contractors) while working on Kennesaw State University property/facility. The goal is to ensure safety of KSU's students, employees and visitors and comply with federal, state, and local safety and environmental regulations

2. Scope:

This program applies to all work performed by Contractors in or on all properties owned, leased, or controlled by KSU.

3. Definitions

Contractor

For the purposes of this document, a Contractor is an organization or individual with a contractual agreement with KSU or with a contractor who have contracted with KSU to provide a specific service or range of services related to the property, facilities or buildings owned or leased by KSU, in accordance with the contract terms and defined scope of work. This includes but is not limited to the following:

- General Contractors
- Sub-Contractors
- Professional Firms
- Service Contractors

4. Roles and Responsibilities

Contractor Responsibilities:

- The contractor should have a written Environmental Health and Safety programs in place and is solely responsible for ensuring that such programs comply with federal, state and local regulations.
- Contactor should designate at least one supervisor as the "Competent Person" to be responsible for safety coordination on the job site
- Contractor is responsible for taking all steps necessary to protect the safety and health of KSU's students, employees, and visitors during the performance of their work by establishing, administering, and enforcing safety rules that meet KSU's environmental health and safety policies and procedures and federal, state and local EHS laws and regulations.
- The contractor bears sole responsibility for ensuring the safety of his or her employees.
- It is the responsibility of the contractor to inform their personnel of the hazards associated with specific operations of a project and ensure the necessary controls are in place, including providing employees with the appropriate personal protective equipment (PPE).
- The contractor should ensure that all incidents/injuries relating to the job are promptly reported to KSU and investigated.

- The contractor who coordinates the work of Subcontractors shall assure that the Subcontractor abides by the requirements of this document and is responsible for communication of safety-related information and requirements to its' Subcontractors.

- It is the contractor's responsibility to appropriately dispose of all waste materials resulting from the project.

Submittals

- KSU or its representative may elect to require a contractor to submit any or all of the following document/records prior to beginning, during the project or upon completion of work.

  - ✓ Contractors project safety plan including substance abuse control program
  - ✓ Workplace incident and illness records, including Experience Modification Rates (EMRs)
  - ✓ Permits/Licenses certifying knowledge and skills
  - ✓ Safety inspection reports
  - ✓ Accident investigation reports
  - ✓ Safety training records
  - ✓ Safety Data Sheets (SDSs)
  - ✓ Copies of waste manifests, disposal documents and any other relevant records
  - ✓ Statutory notifications, including Notice of Intent (NOI) and Notice of Termination (NOT)
  - ✓ Records of noncompliance citations
  - ✓ Record of regulatory agency citations.

- Where submittals are required from the contractor, they shall be made in writing directly to the KSU's Project Manager/Coordinator in charge of the project, or EHS department upon request.

- Submittals should be made sufficiently in advance to avoid delays of the project. Where review, approval, or coordination of submittals is required, submittals shall be made at least ten (10) working days prior to the start of the project unless prior arrangements have been made.

- Post-job submittals, where required, shall be made no later than fifteen (15) working days after completion of the project or as specified in the request.

4. Procedures

Worksite Isolation and Access Control

- The contractor shall isolate and establish controls of the worksite to restrict unauthorized access to the work zone. Requirements for entry should be clearly posted at all access points.

- Wherever necessary, contractor shall erect appropriate barricades and signs to provide protection and alert others of the hazards created by construction activities and shall be used to safely control traffic, both vehicular and pedestrian, through or around the work site. If necessary, contractors may engage in the services of Police or Parking Services details when pedestrian and/or vehicular traffic is impeded.

- Barricades should meet the requirements of 29 CFR 1926 Subpart G – Signs, Signals, and Barricades and the US DOT Manual on Uniform Traffic Control Devices.

- Signs should clearly indicate required personal protective equipment that must be worn in the restricted area.

- The contractor must not perform work over the heads of people or leave tools or equipment overhead. The contractor must abide by all posted signage (i.e., radiation hazard, authorized personnel only, no smoking, chemical hazard, caution, danger, biohazard)

- All portable ladders including extension, step, and job made ladders are the Contractor's sole responsibility to maintain and use according to 29 CFR 1910.27.

Training:

- Contractors shall provide and ensure their employees have received the appropriate EHS training in compliance with federal and State regulations and for the employee to safely perform their assigned tasks.

Hazardous Materials and Hazard Communication:

Hazardous Material:

- Contractors shall not use solvents, paints, or similar flammable, toxic, or irritating materials in areas occupied by university employees, or students without prior notification and approval by KSU Project manager/Coordinator. The contractor shall provide KSU with a copy of Material Safety Data Sheets (SDS's) for such materials upon request.
- Contractors shall maintain SDSs for all hazardous chemicals being handled at the job site.
- The Contractor shall maintain appropriate control, including adequate ventilation to keep exposure levels below applicable to OSHA (Occupational Safety and Health Administration) Permissible Exposure Limits (PEL).
- If exposure levels exceed as are expected OSHA PEL, all personnel exposed shall be provided with and required to use appropriate Personal Protective Equipment (PPE), including NIOSH approved respirators, where necessary.
- The contractor is responsible for ensuring the personnel wearing respirators are medically evaluated and fit-tested, as stipulated in the OSHA Respiratory Protection Program (CFR 1910.134).

Hazard Communication:

- The Contractor shall develop and maintain their own Hazard Communication Plan that complies with OSHA Hazard Communication Program (29 CFR 1910.1200).
- The Contractor shall maintain copies of Safety Data Sheets (SDS's) for all hazardous materials that are brought / used on KSU property on-site and available for review.
- All containers of hazardous materials should be properly labeled and inspected as required by applicable regulations.

Personal Protective Equipment

- All contractors shall ensure their employees have been trained, issued, and wear the appropriate Personal Protective Equipment (PPE) where required. It is the contractor's responsibility to ensure the correct use of PPE per OSHA standards.

Management of Asbestos Containing Materials (ACM)

- Unless otherwise noted, KSU will have determined, before work starts, the presence, location, and quantity of asbestos containing materials (ACM) or potential ACM that will be specifically impacted by the work under contract.
- KSU is responsible for hiring an Asbestos Abatement Contractor to remove the identified ACM in coordination with the contractor.
- Under no circumstances should the contractor disturb asbestos-containing materials unless such activities are part of contracted work, and the contractor is specifically licensed in the State of Georgia as Asbestos Abatement Contractor.
- If during work, the contractor discovers material to be suspected of containing asbestos, the contractor should immediately notify the KSU Project Manager or EHS Department at 470-578-3321 or. The contractor shall ensure that the suspected material is not disturbed or moved until the material has been evaluated by KSU's EHS department and approval to disturb/move the material is granted.
- The contractor shall not sweep, dust, vacuum or mop dust or debris that is believed to be ACM. The contractor shall also not pick up or throw away any suspected ACM waste or trash.
- The contractor shall immediately notify the EHS Office at 470-578-3321 or KSU Project Manager if material suspected to be ACM is disturbed or becomes airborne.

Protecting Indoor Environmental Quality (IEQ)

- Construction and renovation projects can have a significant negative impact on indoor environmental quality (IEQ) of adjacent occupied spaces.
- Contractors in coordination with KSU project Manager should ensure proper pre-planning efforts that anticipate potential impacts on IEQ and specify adequate control strategies prior to commencing work.
- KSU's EHS department has developed procedures to provide Contractors and project managers with guidance on how to minimize the negative impact of construction projects on indoor environmental quality (IEQ) during construction and renovation projects. In this regard, Contractor should:

- Comply with the applicable KSU's IEQ, other health and safety requirements, and applicable federal, state, and local regulations.
- Implement control strategies, including engineering controls, to eliminate or minimize the impact of contraction activities on IEQ in the building subject to construction work or nearby buildings.
- Maintaining acceptable indoor environmental quality within the space or contiguous spaces where the construction project is occurring.
- Provide all safety and personal protective equipment (PPE) required to complete the contracted scope of work. PPE must meet or exceed the requirements of the appropriate governmental regulatory agency.
- Please refer to the KSU "Guidelines for Protecting Indoor Environmental Quality During Construction and Renovation" for more details.

Fire Protection and Life Safety

Emergency Egress

- The contractor shall keep all corridors and exit doors always clear. In addition, all external exit ways, walks, and drives shall be kept free from debris, material, tools, and vehicles.
- The contractor shall not conduct work or operations that obstruct exits or the means of egress from an occupied building without the prior notification and approval of KSU's Project Manager/Coordinator.
- The contractor shall not chock or block open fire-rated doors except temporarily and while maintaining constant supervision. Such chocks/blocks must be immediately removed in a building fire alarm or similar emergency.

Fire Protection Equipment:

- The Contractor shall NOT disable or modify any fire protection equipment or system without prior notification to the KSU's Project Manager/Coordinator and approval by EHS Department.

- Disabling of the fire protection system must follow the Fire Protection Impairment Procedure

Building Alarm

- Contractor personnel shall respond appropriately to all alarms by exiting the building immediately and remaining at least 50 feet from the building to allow for emergency response access. Call KSU emergency number (470) 578-6666 to report the incident.

- In a fire, contractor personnel should sound the alarm and/or notify other building occupants immediately.

Electrical Safety

- When performing work involving existing electrical systems and/or equipment, Contractor must be effectively coordinating work with KSU's Project Manager and other involved parties.

- KSU will make reasonable efforts to inform Contractors, in advance, if the worksite contains energized electrical systems over 600 volts so that qualified personnel and appropriate protective equipment can be considered in the bidding process.

- KSU Project Manager is responsible for coordinating access to the jobsite, scheduling, pre-planning for outage and coordinating requests for shutdowns of existing electrical systems.

- KSU Operation and Maintenance personnel will shut down and start up electrical systems in coordination with Contractor performing work on such systems, unless otherwise specifically directed by KSU.

- When contractor is involved in performing work on or near energized electrical systems or equipment with greater than 50 volts, contractors shall;

    - Ensure all work is being conducted in accordance with applicable OSHA regulations and the National Fire Protection Association (NFPA) 70E Standard for Electrical Safety in the Workplace.

    - Ensure that only qualified Electricians are permitted to work on electrical systems and equipment that uses or controls electrical power.

- Ensure the “Limited Approach Boundary” for energized electrical equipment is established and that the area is restricted to authorized personnel only.
- In the event of a circuit breaker or other protective device "tripping," the Contractor shall ensure that a qualified Electrician examine checks the circuit and equipment and corrects problems before resetting the breaker.

- The Contractor shall not leave electrical boxes, switch gear, cabinets, or electrical rooms open when Contractor personnel are not present at the worksite. Energized parts shall be insulated when covers have been removed, or doors are ajar. Cardboard, plywood, or other combustible materials shall not be used to cover energized circuits.

- If a contractor comes across a potential electrical hazard such as missing protective guards or covers, damaged equipment, etc., Contractor should immediately make reasonable effort to notify KSU Project Manager of such hazard.

Lockout/Tag-Out

- The Contractor working on hazardous energy sources shall maintain and implement a Lockout/Tag-out (LO/TO) program in accordance with OSHA regulations (29 CFR 1910.147 – Control of Hazardous Energy Sources (Lockout/Tag-out) and 29 CFR 1910.269 Electric Power Transmission and Distribution Standard) as it applies to the work of their contract.

- The Contractor should maintain a copy of its Lockout/Tag-out Program on-site and readily available for examination by KSU officials before the start of any work where 29 CFR 1910.147 is applicable.

- KSU's Operation and Maintenance personnel will shut down and start up utility systems, unless otherwise specifically directed by the university.

- The contractor shall use standard locks and tags, as required by OSHA standards to control the start-up of equipment being serviced or maintained by its employees.

- Whenever the Contractor and KSU personnel must perform a group LO/TO, both LO/TO programs must be coordinated to comply with 29CFR 1910.147 and the KSU's LO/TO program.

- A Contractor or its employees shall not override any locks or tags they encounter during its work.

- The Contractor shall maintain a log of all machines and equipment that are locked out and/or tagged out during the performance of the work of while under contract.

Fall Protection:

- Contractors must protect their employees from fall hazards and falling objects, in accordance with OSHA Standard on Fall Protection (29 CFR 1926 Subpart M), whenever an affected employee is working 6 feet (1.8 meters) or more above a lower level. Protection shall also be provided to workers exposed to the hazard of falling into dangerous equipment.

- The contractor shall secure tools and equipment to prevent objects from falling to ground below.

- Contractors shall ensure that all their personnel are trained in accordance with the requirements listed in 29 CFR 1926 Subpart M.

- Where required, the contractor shall provide its employees with personal fall protection equipment or other hazard control measures listed in the fall protection standard and ensure proper usage of the equipment.

- The contractor shall ensure that fall hazards are communicated to their employees and that of the Sub-Contractors.

- Any opening from which there is a drop of more than 4 feet where KSU's faculty, staff, students, or the public may fall shall be guarded in accordance with "29 CFR 1910 Subpart D – Walking - Working Surfaces".

- Contractors must maintain guardrails, mid rails and toe boards located in KSU buildings or on KSU property unless removal is approved by the KSU Project Manager as part of the work of a contract.

- All open holes, skylights, trenches, or excavations into which KSU's employees may fall shall be covered and/or properly secured.

Trenching, Excavation and Utilities Locate

Locating and Protecting Utilities

- The Contractor is solely responsible for locating all utilities and shall be solely responsible for the protection and the repair of any damage to utilities in connection with the work.

- The contractor shall ensure coordination of trenching, blasting, or excavation work with the university Project Manager to facilitate proper coordination of utilities shutdowns, if necessary.

- Contractor shall not commence, perform or engage in blasting, excavation or trenching work, including driving of spikes/stakes into the ground or drilling, until the Contractor has properly submitted utilities locate request to the Utility Protection Services (UPC) ('Call Before You Dig'), as required by Georgia laws (O.C.G.A § 25-9-6). The contractor should note that UPC WILL NOT locate all utilities on campus, and the Contractor therefore should make necessary arrangements with a utility location contractor for location and marking of remaining utilities.
- When using mechanized excavating equipment, Contractor shall not strike, damage, injure, or loosen any utilities or sewer lateral which has been staked, flagged, or marked.
- When excavating or blasting is to take place within the tolerance zone (2 feet) of utilities, Contractor shall exercise such reasonable care to protect the underground utilities. Such protection shall include hand digging, pot holing, soft digging, vacuum excavation methods, pneumatic hand tools, other mechanical methods with the approval of the KSU Project Manager, or other accepted methods.
- In the event a Contractor strikes, damages, injures, or loosens any underground utility or sewer lateral, regardless of whether the utility facility or sewer lateral was marked, Contractor shall immediately cease such blasting or excavating and notify KSU Project Manager and the UPC and IMMEDIATELY make temporary or permanent repair of the damaged utility.
- Should Contractor fail to repair damaged utilities immediately, KSU reserves the right to make the needed repairs and will recover the cost thereof from the payment, then or thereafter, due the Contractor, without limitation to other remedies available to the KSU.
- The contractor shall not engage in excavating or blasting activities that may cause further damage to the utility facility or sewer lateral, until the damage previously done has been repaired and approval to proceed has been granted by KSU Project Manager.

Trenching and Excavation

- All excavation work shall follow OSHA Standards on excavation (29 CFR 1926 Subpart P).
- The contractor shall designate a Competent Person for every exaction of work.
- The Competent Person shall inspect the trench every day before work, after rain and when conditions change. When there is a problem, the competent person shall have the authority to stop work and fix the problem.

- All trenches 5 feet (1.5 meters) or more in depth shall have a protective system. If excavation is less than 5 feet, the Competent Person should determine if a protective system is needed or not.
- Trenches 20 feet (6.1 M) deep or greater shall have protective systems designed by a registered engineer or based on tabulated data prepared and/or approved by a registered professional engineer.
- Trenches 4 ft or more in depth should be provided with a fixed means of egress and tested for atmospheric hazards such as low oxygen, hazardous fumes, and toxic gases when > 4 feet deep
- The area around the trench/excavation must be kept clear of surface encumbrances.
- Contractor must develop and implement procedures to protect employees from being injured or killed by vehicle traffic.
- Contractors must develop and implement procedures to protect employees from loads or objects falling from lifting or digging equipment.
- The contractor must develop and implement procedures for a warning system for mobile equipment to prevent vehicles from accidentally falling into the trench.
- Surface crossing of trenches is discouraged. Such crossings are permitted only under the following conditions:
    - Vehicle crossings were designed by and installed under a registered professional engineer's supervision.
    - Walkways or bridges are provided for foot traffic. These structures shall:
        - ✓ have a safety factor of 4;
        - ✓ have a minimum clear width of 20 in (0.51 m);
        - ✓ be fitted with standard rails; and
        - ✓ Extend a minimum of 24 in (.61 m) past the surface edge of the trench.
- Contractors must develop and implement procedures for controlling standing water and water accumulation if employees are permitted to work in the excavation.

- Contractors must conduct atmosphere testing before entering excavations where hazardous atmospheres have the potential to exist.
- The excavation must be treated as a permit required for confined space if a hazardous atmosphere is found and managed per confined space requirements in this document.

- Adjacent structures must be stored in accordance with the design documents to prevent collapse. Where necessary, the contractor shall install guardrails or some other means of protecting people from falling into the trench/excavation.

Cranes and Rigging:

- Contractors must ensure that each crane, rigging, or hoist brought onto KSU property has been subject to an annual inspection performed by a certified testing agency.
- Documentation, including a logbook, must be provided to the KSU Project Manager or their designee, upon request.
- All Crane/hoisting equipment operators should be certified and present proof of certification upon request
- Lifting and rigging equipment/components should be inspected by a Competent Person before each use, and as conditions warrant.
- At no time shall loads be hoisted by a non-licensed operator.
- No lifts shall be made over faculty, staff, students, and public. Lifts over occupied facilities may only be made after consultation with and approval by the KSU Project Manager.

Confined Space Entry

- Whenever contractor's personnel are required to enter confined spaces on KSU property, Contractor must ensure compliance with OSHA Confined Space Program (29 CFR §§ 1910.146 and 1910.269) and KSU's Confined Space Entry Program. Contractor shall develop, implement, and maintain its own Confined Space Entry Program, including provision for emergency rescue.
- The KSU EHS department maintains an inventory of confined spaces on campus and their classifications. All sewer holes on campus are and should always be "Permit Required Confined Spaces."
- If in the course of its work, a Contractor encounters a confined space that had not been previously identified by KSU, contractor shall notify KSU's EHS department immediately for an evaluation of the space to determine the appropriate course of action.

- Contractors must use their own confined space entry permits when completing them.
- Contractors should complete and sign a Confined Space Pre-Entry Check before entry into a confined space verifies completion of the required pre-entry procedures. The check list should be maintained at the job site for duration of the job.
- If circumstances dictate an interruption in the work, the space must be re-evaluated, and a new check list must be completed.
- Contractors must provide their own rescue equipment, air monitors, ventilation fans, personal protective equipment, etc. to safely complete confined space entries.
- When both KSU personnel and Contractor personnel are working in or near confined spaces, the Contractor must coordinate all operations with the affected KSU personnel before entry.

Compressed Gas Cylinders:

- The contractor must ensure that valve protection caps are in place when compressed gas cylinders are being transported or stored. Close cylinder valves and replace valve covers when work is complete and when cylinders are empty or moved.
- Cylinders must be secured in an upright position while being used or transported.
- Cylinders must be stored at a safe distance or shielded from welding or cutting operations and should not be placed where they can contact an electrical circuit.
- Oxygen and flammable gas cylinders should be separated by 20 feet or a 5-foot-high fireproof barrier.
- If a leak develops in a cylinder and it cannot be immediately corrected, move the cylinder to a safe location outside the building. Contact KSU Public Safety immediately at (470) 578-6666 regarding the leak.
- Compressed Gas Cylinders must be identified with contractor's name and contact information
- Compressed gas cylinders must not be taken into or stored in confined spaces, including gang boxes and office/storage trailers. Upon completion of work, Contractor must remove from KSU properties all cylinders belonging to the Contractor.

Hot Work

- Hot work (welding, cutting, and brazing) activities must be authorized by a KSU Project and approved by EHS.
- The contractor shall develop, implement, and maintain its own Hot Work Program in accordance with OSHA regulations.
- The contractor shall obtain a hot work permit for each separate hot work activity and shall ensure that the conditions of the permit are always met. This permit should be from the Contractor's Hot Work Program.
- Request for a fire system inspection to determine if the system needs to be shut down or modified, must be made to the KSU's Project Manager at least 24 hours before starting any hot work.

Powder-Actuated Tools (Nail Guns)

- Operators of powder-actuated tools shall be professionally trained in their use and have valid training documentation.
- Powder-actuated tools shall be inspected for obstructions or other defects before use on each workday.
- Operators shall have and use appropriate personal protective equipment such as hard hats, safety goggles, safety shoes, and ear protectors.
- The tools should be left unloaded until they are ready to be used and should be stored in a locked container when not being used.
- Power actuated tools are not to be used in area there is pedestrian traffic within buildings or areas next to construction

Temporary Structures

- All tents, stages and temporary structures shall comply with the requirements of the Georgia State Building Code, County ordinances and a permit shall be obtained where required.

University Equipment

- Contractors shall not use university equipment or vehicles, nor shall the Contractor allow university employees to use the Contractors' equipment or vehicles without the approval of KSU's Risk Management.

Window Washing:

- Window washing must be conducted using OSHA compliant method such as suspended scaffold (single or two points or a boatswain's chair.
- Scaffolding apparatus must comply with the requirements of 29 CFR 1910.28.
- Contractor is responsible for inspecting and verifying working condition and suitability of window washing anchors located on any KSU building before use.
- If the contractor identifies deficiencies on any anchor point, the contractor should notify KSU of such deficiencies.

Management of Hazardous and Universal Waste

Universal Waste

- All unbroken fluorescent bulbs, high pressure sodium vapor, and mercury vapor bulbs are "Universal Wastes" and should be treated as such.
  - Contractors must ensure proper handling of fluorescent tubes, and high-pressure metal halide/mercury vapor bulbs must be handled so that they remain unbroken.

- Tubes going to Universal Waste Stream must be stored in cardboard boxes obtainable as they are generated. Boxes of tubes and bulbs must be stored indoors.
    - Boxes containing Universal Waste bulbs must always be closed except when waste is being added to the container and labeled as “Universal Waste -- Used Bulbs”. Bulbs are not permitted to stick out of the boxes.
    - Broken fluorescent tubes and high-pressure metal halide/mercury vapor bulbs should be treated as “Hazardous Wastes.” Such tubes must be collected, stored, and disposed of as hazardous waste. Contact KSU EHS Office for your KSU PM if you generate such waste.
- Under no circumstances should Contractor dispose any fluorescent bulbs, high pressure sodium vapor, and mercury vapor bulbs in regular construction waste.
- Older (pre-1980) light ballasts are regulated waste under the EPA (Environmental Protection Agency) Toxic Substances Control Act (TSCA) due to presence of polychlorinated biphenyls (PCB’s).
- Contractors should not dispose of ballasts with general trash.
- Ballasts manufactured after 1980 do not contain PCBs (Polychlorinated Biphenyls), however, it is the policy of KSU to collect ballasts and send them off-site for recycling.

Hazardous Wastes

- All chemicals (liquids, solids, gases, etc.) used by Contractors that are characteristics or listed in EPA Hazardous Wastes shall be safely stored, managed, and disposed of.
- Hazardous waste shall be removed from university property promptly and shall be properly disposed of by a licensed hazardous waste disposal firm off-site when they are no longer usable and have been designated as a waste product.
- Under no circumstances shall a Contractor drain, cause to be spilled/ leaked, deposit or otherwise dispose of hazardous waste material on university grounds or any other unauthorized property.
- The contractor is responsible for the proper disposal of all unused chemicals and hazardous materials resulting from the project, in accordance with EPA Hazardous Waste Regulations.

Accidental Spill and Releases

- Contractors shall comply with all Federal, State, and local requirements for the proper handling of hazardous substances and oil while on KSU property.
- In the event of an accidental release or spill of chemicals or other hazardous materials by the Contractor, the Contractor shall:
  - ✓ Immediately take appropriate actions to contain the spill, without jeopardizing the health or safety of its employees,
  - ✓ Call KSU emergency number (470) 578-6666, or fire department, or other entities as needed or required,
  - ✓ Contact KSU's EHS Department at 470-578-3321, and
  - ✓ Notify the university Project Manager/Coordinator
  - ✓ Contractors shall be responsible for any costs associated with damage and/or cleanup of a hazardous substance and/or oil spill caused by the Contractor or their subcontractors.
  - ✓ This responsibility shall extend to freight carriers hired by the Contractor to deliver the commodity or service to the campus.
  - ✓ All university costs associated with responding to or remediation of a chemical or hazardous material spill or release may be assessed by the Contractor.

Control of Fugitive Dust Emissions

- The Contractor shall take all reasonable precautions necessary to prevent fugitive dust from becoming airborne from any operation, process, handling, and transportation or storage facility related to the job. The opacity from any fugitive dust source shall not exceed 19%.
- Reasonable precautions which a Contractor should take to prevent fugitive dust emission includes but are not limited to the following:
  - ✓ Use of water to control dust during demolition of existing structures, construction operations, grading, or clearing of land.
  - ✓ Application of asphalt, water, or suitable material on dirt road, material, stockpiles, and other surfaces that can give rise to airborne dusts,

- ✓ Installation of engineering control such as hoods, fans, and filters to enclose and vent dusty operations,
- ✓ Covering, when in motion, open-bodied trucks, transporting materials likely to cause airborne dust.
- ✓ Prompt removal of earth or other materials from paved streets onto which such materials have been deposited.