

Health & Safety Guidelines



Environmental & Occupational Health & Safety
 32 S. College Street Akron, Ohio
 44325-0607
 Phone: (330) 972-6866
 Fax: (330) 972-5711
<http://www.uakron.edu/safety/eohs/>

University Contacts

University Police Dispatch:	330-972-2911
Physical Facilities:	330-972-7415
EOHS:	330-972-6866
Capital Planning:	330-972-8316
Purchasing:	330-972-7340
Risk Management:	330-972-7340
Radiation Safety Office:	330-972-5712
Locking Systems:	330-972-6162
Parking Services:	330-972-7213
University Closure:	330-972- SNOW (7669)

Safety Plan

All university projects, construction, renovations, and services rendered on all UA properties shall comply with all local, state, and federal OSHA and EPA regulations as well as all Ohio Department of Health requirements.

All individuals providing services to UA shall review the information in this pamphlet.

A University of Akron Contractor Work Permit shall be submitted prior to starting any contract work. The work permit can be obtained from the University of Akron Purchasing web site, the project manager or the following link: <http://www.uakron.edu/purchasing/forms.dot>

The contractor shall have copies of their company's safety plan and policy available for review upon request.

Barricades & Public Safety

Barricades and warning signs shall be in place at all construction areas before the beginning of a project. This includes providing protection for areas such as excavations, holes, floor, openings, at height work, and overhead work. The area must be sufficient size to compensate for the use of large equipment without infringing on the public's safety.

Caution/Danger tape shall not constitute a barricade. Only physical barriers, such as guardrails, fencing, or saw horses, are acceptable.

Accident Reporting

All accidents, injuries, near misses, or work related illnesses shall be reported to your supervisor, the project manager, and EOHS. In the event of injuries requiring medical assistance, contact University of Akron Police dispatch at 330-972-7123.

OSHA

In the event of an accident or incident that involves OSHA notification, EOHS shall be contacted immediately.

If an OSHA inspector appears upon a jobsite, EOHS shall be contacted immediately.

Worker's Compensation & Insurance

Prior to start of work, copies of all Workers' Compensation and Insurance must be submitted as detailed in the Purchase Order or Contract.

Construction Area Safety

All requirements found in Ohio Building Code Chapter 33 Safeguards during Construction, shall be followed during all construction activities at all UA campus locations.

Performance Standards

All work SHALL be in accordance with all applicable codes and standards. Including but not limited to OSHA, Ohio Building and Fire Codes, NFPA and National Electric Code.

Dig Permit/Excavation Safety

The contractor shall submit an excavation request at least 72 hours prior to the start of any digging, excavation, trenching, drilling, driving posts, or any other type of earth disruption. The University of Akron is a member of the Ohio Utility Protection Service.

Excavation and trenching shall comply with all applicable regulations. The contractor is responsible for providing a Competent Person at every excavation site.

The competent individual shall inspect the site daily before each shift, as needed throughout shift, following a rainstorm or other hazard creating event (i.e. vehicles or other equipment nearing edges of excavation).

Contractor Vehicles

Parking heavy vehicles or equipment directly over the campus tunnel system is prohibited. Information on parking can be obtained from Parking Services.

Parking is not allowed in roadways or pathways designated as "Access Routes" and "Fire Lanes". Short term parking for loading and unloading of equipment and materials only is permitted. Vehicles left in designated fire lanes will be fined and/or towed.

Portable Ladders

When utilizing portable ladders, they shall meet OSHA standards. The ladders shall be stored in approved locations when not in use.

Hot Work

Hot Work Permits shall be obtained before the start of any hot work such as sawing, cutting, welding, brazing, and/or the use of internal combustion engines, etc. These permits may be obtained by contacting EOHS at 6866.

The contractor shall provide a fire watch during and for 30 minutes after hot work activity.

Fire Detection and Suppression Systems

Fire Detection and Suppression Systems are to remain operational at sites where the building remains occupied. In the event the system must be deactivated, the contractor shall notify the project manager who will coordinate with EOHS and PFOC. A minimum of 7 day advanced notice is required. EOHS must be notified of any impairment.

University Utility Access and Shutdowns

Any work that involves a shutdown or impairment of university utilities shall be coordinated with the Department of Physical Facilities. A minimum of 7 day advanced notice is required.

All access or work involving the university tunnel system shall be coordinated with the Department of Physical Facilities.

Emergency Evacuations

All personnel shall stop work and evacuate the building or seek shelter as instructed via the alarm notification system. In the event of a tornado, all personnel are to proceed to the nearest shelter area.

Information on University Closure may be obtained at 330-972-SNOW (7669).

Additional information on emergency plans may be obtained by contacting the Emergency Management coordinator at 330-972-2633.

Personal Protective Equipment (PPE)

Contractors and their sub-contractors shall be responsible for any required personal protective equipment. Employees shall be required to wear their designated PPE.

Hardhats shall be worn during all phases of new construction and renovation by all personnel in areas where potential overhead hazards exist or work is performed.

Tools

All hand tools and related equipment shall be maintained in a safe condition. Material and tool security is the responsibility of each contractor. Gang boxes shall be kept secured when not in use. All equipment should be labeled as to its owner.

