

SPECIFICATION

Project No. R.073801.014

Public Works and Government Services Canada

391 York Avenue,

CCTV Upgrade & UPS Replacement

Winnipeg, Manitoba

Solicitation No. ET025-171442/A

## **ANNEX**

# **Building Manager Requirements**

<b>Form Title</b>	391 York Ave. OHS Plan	<b>Number:</b>	HS 287 01 RP1
<b>Author:</b>	HSE Coordinator	<b>Effective Date:</b>	09-MAR-2016
<b>Owner:</b>	HSE Manager	<b>Revision:</b>	3

## Building OHS Plan

### Purpose

- To formalize and clarify the health and safety responsibilities of each individual accessing the building for any matter, and through the promotion of health and safety with the ultimate objective of eliminating any opportunity for occupational injury or illness;
- To provide guidance to all work parties on meeting their obligations under our policies and the regulations;
- To provide instruction on building emergency protocols and the manner in which workplace hazards should be identified, reported and controlled; and
- To clearly identify site-specific policy and procedure as it relates to work authorization, work permit requirements, inspection of the workplace, qualification of the worker, and work refusals.

### Overview

Brookfield Global Integrated Solutions Canada (Brookfield GIS) has been designated as the Occupational Health and Safety (OHS) Control Authority for this facility. Brookfield GIS's responsibilities at this facility include ensuring the health and safety of all occupants, visitors, service & maintenance contractors, and construction contractors at the facility. **No work activities will occur in this facility without prior authorization from Brookfield GIS.** As OHS Control Authority, Brookfield Global Integrated Solutions has the right and will exercise their right to:

1. Review all work plans prior to the start of any work
2. Reject any work plans that have the potential to disrupt tenant activities, that do not adequately address risk to the property, or that do not adequately address anticipated health and safety exposures.
3. Request to see any licenses, certifications or similar credentials as well as validate those conducting the work have appropriate qualifications and training.
4. Inspect any work in progress to ensure that the work is being carried out safely as planned, in compliance with the regulations and in no way compromises the facility, the occupants and other service & maintenance contractors present at the site, as well as any construction contractors, visitors to the facility or the public.
5. Participate in all health and safety committee meetings.
6. Stop the work at any time if the approved work plan is not being followed, a hazardous condition is discovered or created as a result of the work, or any equipment, device or system being used by a worker is observed to be unsafe in any way.

---

## Brookfield GIS Site Orientation

The Brookfield GIS Site Orientation module will familiarize the worker with the occupational health and safety requirements of the site and is a mandatory requirement for any worker requiring access. The Brookfield GIS Site Orientation Module orients the worker to the following:

- Site Access Protocol
- The layout of the Site including a map showing parking for contractors and emergency egress routes
- Instructions on how to obtain security clearance
- Hazard Station (location of, responsibility to review the hazards and associated controls prior to the development of the work plan)
- Safety Standards (Requirement to respect the regulations, as well as Brookfield GIS/PWGSC policy)
- Qualifications of the Worker and the Right to Refuse
- Emergency/Hazardous Occurrence/Hazardous Condition Reporting
- First Aid Stations
- Contacts (NSCC, Brookfield GIS Property Manager, Brookfield GIS Health & Safety Coordinator, Security, etc.)
- Building Emergency and Evacuation Procedures
- Brookfield GIS Work Permit Process (Requirement for a Work Permit prior to the start of ANY work activity)
- Requirement for additional permits for High Risk work activities (Confined Space, Lock-Out/Tag-Out, etc.)
- Hazardous Chemicals and Materials (movement, storage, WHMIS labeling, and Material Safety Data Sheets)
- Use of Loading Docks or Entrance/Exit doors for movement of materials
- Elevator use and restrictions
- Responsibility to safely and responsibly remove all waste generated relative to the work being performed

The worker will be required to complete knowledge verification at the conclusion of the Brookfield GIS Site Orientation to ensure that they have understood and retained the information provided.

The worker can obtain this Site Orientation module, through one of two ways:

- A. An online version of this module is available through Complyworks and can be completed by the worker prior to their arrival on site.  
[https://cw1.complyworks.com/employer\\_orientations.php?item=2054](https://cw1.complyworks.com/employer_orientations.php?item=2054)
- B. The Brookfield GIS Safety Coordinator assigned to this building can be contacted to arrange for an orientation.

---

## Brookfield GIS Contractor Safety Handbook:

All Contractor firms will be required to sign their acknowledgment of the policies and procedures as outlined in the Brookfield GIS Contractor Safety Handbook.

---

### **Loading Dock Procedure:**

- Should access be required to the loading dock outside of the hours identified, additional security coverage must be prearranged through Brookfield Global Integrated Solutions, and the cost of the additional security guard coverage will be at the contractor's expense.
- Only loading docks may be used to bring in construction materials to the site. It is not acceptable for contractors to bring materials in through the other entrances at the site.
- Should material movement be required through another entrance or exit door, prior approval must be obtained from Brookfield Global Integrated Solutions.
- Only one contractor will be permitted to use each loading dock at any given time. This is to ensure the safety of the workers through separation of the work activities via time and space.
- Security must be present to open all overhead doors and loading dock man doors.
- Security is required to remain at the loading dock for the entire duration that the doors are open.
- All materials unloaded at a loading dock must immediately be removed from the loading dock area to an approved staging area.

---

### **Additional Security Coverage for Projects/Special Events**

- Arrangements for additional security coverage to be coordinated through Brookfield Global Integrated Solutions. [Security@brookfieldgis.com](mailto:Security@brookfieldgis.com).
- A quotation for the extra coverage will then be provided by building security.
- Examples of where additional security coverage might be required include but are not limited to escorts into secure areas, loading dock coverage, perimeter doors that will need to be propped open, etc.

### **Roles & Responsibilities**

All persons in the workplace share the responsibility for ensuring a safe working environment. Employers and Owners alike must take every precaution reasonable for the protection of a worker. Managers and supervisors are accountable for carrying out their responsibilities in accordance with the regulations, and as outlined in this plan.

While Brookfield Global Integrated Solutions will be providing oversight from an OHS Control Authority standpoint, all other parties remain fully responsible for maintaining their own health and safety programs, procedures, and safe work practices as required by the regulations.

Further responsibilities under this Site-Specific Health & Safety Plan are defined here:

---

### **Brookfield Global Integrated Solutions Canada (Brookfield GIS)**

- In the role of OHS Control Authority, fulfill all of the obligations of the Owner and the Employer as defined under the regulations.
- Maintain Control of the workplace, reviewing and approving all work activities prior to the start of any work.
- Ensure all work activities are properly coordinated and appropriately separated via time and space.
- Maintain the Fire Safety & Evacuation Plan and Emergency Response Procedures (Emergency Action Guide)

- Use the Brookfield GIS Hazard Station to identify all site-specific hazards and associated controls
- Participate in all tenant Health & Safety Committee meetings
- Host regular Contractor Safety Committee Meetings
- Ensure workers have with them: all required personal protective equipment (PPE) and are competent in the use of that PPE; that workers have access to a first aid kit and a fire extinguisher if appropriate, and that MSDS are on hand for any hazardous materials associated with the work.
- Provide clear written instruction (safe work procedures) to the workers, prior to the start of the work.
- Provide an adequate level of supervision for the work and inspect the work and the worksite on a regular frequency.
- Ensure workers have been instructed on Job Hazard Analysis (JHA) and that they will conduct a JHA prior to the start of the work.

---

## **PWGSC**

- Obtain a Work Permit from Brookfield Global Integrated Solutions as described further in this document.
- Ensure that PWGSC Contractors are aware of their responsibilities as defined herein.

---

## **Tenant**

- Host health and safety committee meetings as required by the regulations and invite Brookfield GIS to participate in all such meetings.
- Report all Hazardous Occurrences/Hazardous Conditions. Take action to resolve such concerns when they are specifically associated with tenant operations.
- Conduct regular inspections of all areas occupied by the tenant as required by the regulations.
- Obtain a Work Permit from Brookfield Global Integrated Solutions for any and every work activity. .
- Ensure that the tenant's contractors are aware of their responsibilities as defined immediately below

---

## **Contractors**

- Obtain a Work Permit from Brookfield Global Integrated Solutions as described further in this document.
- Ensure all workers on site have completed the Brookfield Global Integrated Solutions Orientation for this facility.
- Extend an invitation to Brookfield Global Integrated Solutions for all on site safety meetings.
- Ensure workers have with them: all required personal protective equipment (PPE) and are competent in the use of that PPE; that workers have access to a first aid kit and a fire extinguisher if appropriate, and that MSDS are on hand for any hazardous materials associated with the work.
- Provide clear written instruction (safe work procedures) to the workers, prior to the start of the work.
- Provide an adequate level of supervision for the work and inspect the work and the worksite on a regular frequency.

- Ensure workers have been instructed on Job Hazard Analysis (JHA) and that they will conduct a JHA prior to the start of the work.
- Participate in Brookfield GIS-hosted Contractor Safety Committee Meetings (All Resident Service Contractors as well as Project Contractors who will be on-site greater than 30 days)

Individual roles and responsibilities for this site identified in the RACI below.

R = Responsible, A = Accountable, C = Consulted, I = Informed

Table TS-2.2 - RACI

Individual Roles and Responsibilities for this Site	Canada		Brookfield GIS							Other	
	Custodian Representatives	Tenant Representative	Property Manager (Ass/Sr)	HSE Coordinator	Tenant Services - TSC	Maintenance - MTL	Technicians/Engineers	Project Mgmt. Security		Contractors	Subcontractors
Implementation of Work Permit Process	R	R	A	C	I	R	R	R	I	R	R
Deployment of Brookfield GIS Site Specific Orientation	R	R	A	RC	R	R	R	R	R	R	R
Maintenance of Brookfield GIS Hazard Station/Identification of all hazards and controls			A	R							
Review Brookfield GIS Hazard Station prior to the start of the work	R	R	A	C	I	R	R	R	R	R	R
Inspection of designated/assigned work areas	R	R	A	RCI	CI	R	I	R	R	R	R
Inspection of the work in progress	R	R	A	RCI	R	R	I	R		R	R
Ensure all workers have appropriate competency, qualifications and training prior to assigning the work	R	RC	AR	CI		R		R		R	R
Ensure workers have with them: all required personal protective equipment (PPE) and are competent in the use of that PPE; that workers have access to a first aid kit and a fire extinguisher if appropriate, and that MSDS are on hand for any hazardous materials associated with the work	R	R	A	RCI	R	R	R	R	R	R	R
Participate in Brookfield GIS Contractor Safety Committee Meetings (All Resident Contractors & Project Contractors on-site >30 days)			A	R	I	R	R	R	R	R	R
Report all hazards, hazardous occurrences, workplace injuries or work-related illnesses to Brookfield GIS	R	R	A	R	R	R	R	R	R	R	R
Initiate a STOP WORK if unsafe work is observed or an uncontrolled hazard is discovered	RI	R	A	RCI	R	R	R	R	R	R	R

---

## Safety Policy

The policy is reviewed and approved by OHS Control Authority on an annual basis. The policy expresses the commitment of health and safety and continuous review.

### **Brookfield Global Integrated Solutions HEALTH AND SAFETY POLICY**

The safety and well-being of our team members is inherent in the Brookfield Global Integrated Solutions' (Brookfield GIS) operating philosophy. It is a value embedded in our corporate culture, and a practice reflected in our health and safety program and our business processes. We are the industry leader in workplace management solutions, and our focus on the welfare of our team members has helped to position us there.

Brookfield GIS is committed to all of its employees and to complying with all applicable health and safety legislation, requirements, codes of practice, internal standards and guidelines subscribed to by ourselves and our clients.

Through audits, team member feedback, accountability and periodic reviews, we are continually striving to improve upon our safety performance. We establish aggressive goals and targets, while providing training and resources to move our organization towards a zero incident rate.

Team members are integral in implementing and maintaining a safe and healthy workplace for ourselves, our contractors, our clients and the public who enter our workplace. We ensure our employees are aware of and understand their rights and responsibilities with respect to health and safety. To this end, we ensure that this policy is communicated to, and understood by, the employees of Brookfield GIS and our subcontractors who are involved in the delivery of work on behalf of our clients. Team members provide input and participate in all health and safety related programs and initiatives to ensure that safety and wellbeing is the blueprint of all our activities. Brookfield GIS understands the importance of safety and wellbeing at both a personal and organizational level, and Brookfield G I S fosters this culture through our ongoing initiatives. Together, we will ensure that every day is a safe one.

**SAFETY FIRST**, it is the way we do business.

**Date: March 30, 2015**



Gordon I. Hicks  
President



## **Brookfield Global Integrated Solutions ENVIRONMENTAL POLICY**

Environmental stewardship is a cornerstone of the Brookfield Global Integrated Solutions' operating philosophy. It is a value embedded in our corporate culture and a practice reflected in our national environmental management system and our business processes. Not only do we manage environmental impacts resulting from self-performed and sub-contractor delivered services, we also manage our clients' impact on the environment in thousands of buildings across Canada. We are the industry leader in workplace management solutions, and our focus on environmental stewardship has helped to position us there.

The communication of this policy is paramount to its understanding and effectiveness. Therefore we have taken measures to ensure that it is communicated to, and understood by, the employees of Brookfield GIS and our sub-contractors who are involved in the delivery of work on behalf of our clients.

We are committed to complying with all applicable environmental legislation, requirements, codes of practice, internal standards and guidelines subscribed to by ourselves and/or our clients. Brookfield GIS and its employees are also committed to conducting our operations in a manner that minimizes any environmental impacts.

Brookfield GIS is always aiming for continual improvement in our environmental practices. We set specific performance goals and targets, and provide our team with the resources to achieve these objectives. Our progress related to meeting these targets is reviewed and evaluated regularly, while our overall environmental program, policy and management system are reviewed annually.

Our employees understand the importance of environmental and social responsibility at a personal and organizational level, and we foster this culture through ongoing training and education.

Together, we can make a difference.

**Date: March 30, 2015**

A handwritten signature in black ink, appearing to read 'G. Hicks', with a stylized flourish at the end.

Gordon I. Hicks  
President

---

## Site Hazards & Controls

- Contractors must visit the Brookfield GIS hazard station first before starting the work to familiarize themselves with any site-specific hazards and required controls.
- The location of the hazard station is identified directly below. Work Orders will also direct Contractors to the location of the hazard station.
- Contractors will augment controls and adjust their safety plans accordingly relative to any identified hazards.

**The Hazard Station for this Site is located at:** Basement B11-Adjacent to building Technician's Office

---

## Project Activity

- As the OHS Control Authority, Brookfield GIS will have overall responsibility for coordinating all project and construction activity occurring at this site.
- Furthermore, Brookfield GIS will serve in the role of Constructor for all Project Activity occurring at this site.
- Project and Construction activities are **NOT** exempt relative to the requirements outlined in this Building OHS Plan.
- Project-Specific OHS Plans will be required for all project activities and require the approval of Brookfield GIS.
- Project-Specific OHS Plans are a supplement to the Building OHS Plan.
- Brookfield GIS will conduct regular inspections of ongoing project work to ensure all work activities are being carried out in a safe and responsible manner, and as per the approved Brookfield GIS Work Permit and approved Project-Specific OHS Plans.
- Any identified scheduling concerns that would prevent Brookfield GIS from separating work activities appropriately via time and space will be immediately and formally raised by the Property or Portfolio Manager to PWGSC and the Tenant Authorities as appropriate.
- All project-related safety meetings will be chaired by the Brookfield GIS Project Management, and will include representatives from Brookfield GIS Property Management and Brookfield GIS HSE.

---

## Work Permit Process

The Work Permit is used by Brookfield GIS in the role of OHS Control Authority so as to remain fully aware of all work activities occurring on site, as well as to appropriately coordinate and separate work activities from a safety standpoint. The Work Permit also allows Brookfield GIS to review the work plans to ensure that all risks, hazards and controls have been considered relative to any planned work activity.

Upon review of submitted Work Permits, Brookfield GIS may also request to see evidence of qualification, training, instrument calibration, etc. so as to ensure that the workers are qualified and properly equipped relative to the task.

## Requirements:

- Work Permits are mandatory for all work activities, including project work.
- A copy of the work permit (hardcopy or electronic) must be available at the work site. Workers unable to produce a copy of an approved Work Permit will be required to cease all work activity until it can be produced.
- In relation to project work only, a single permit will be sufficient in relation to all planned work activities and for any given day.
- All non-project related work activity will require a separate permit for every new work activity.
- Project Managers will require a single permit for the project under their management.
- All Work Permits expire at midnight. If work will extend past midnight, a new Work Permit will be required.
- Work Permit authorization can be obtained up to one week in advance of the planned work activity.
- A Work Permit is also required for any after-hours emergency work. An On-call representative of Brookfield Global Integrated Solutions will be available to approve in these circumstances.

---

## How do I obtain a Work Permit?

- Email [WEST-RP1workpermit@brookfieldgis.com](mailto:WEST-RP1workpermit@brookfieldgis.com) for a work permit.
- Submit the completed Work Permit form via email to [WEST-RP1workpermit@brookfieldgis.com](mailto:WEST-RP1workpermit@brookfieldgis.com)
- Upon receipt of the completed Work Permit it will be forwarded to the appropriate Brookfield GIS HSE and Brookfield GIS Property Management delegates for review.
- Upon completion of the review, the Brookfield GIS Property Management delegate will either “Approve” or “Decline” the Work Permit and contact the original requestor.
- In the event that a Work Permit is declined, detail as to why it was declined and a contact will be provided to assist the requestor with follow-up.

---

## Hazardous Occurrence/Hazardous Conditions Reporting

- All Hazardous Occurrences or Hazardous Conditions must be reported to Brookfield GIS Health and Safety for follow-up.
- Immediate hazards or occurrences involving injury should be reported to Brookfield GIS using the 24/7/365 **Brookfield GIS Hazard Line:** 1-877-445-0611
- Non-urgent concerns can be communicated to [safety@brookfieldgis.com](mailto:safety@brookfieldgis.com) where they will be assigned an HSE resource for follow-up.
- In all cases Brookfield GIS will follow-up with the reporting party to ensure that concern has been resolved.

---

## Work Refusals

- Brookfield GIS policy is to initiate a Stop Work whenever a potentially dangerous circumstance is identified.
- Notification of a Stop Work will be provided by the Brookfield GIS Property Manager to PWGSC as per standard Incident Process and will be communicated to the Tenant Health & Safety Committee.
- The situation will then be investigated fully by Brookfield GIS, who will work with management and all parties involved ensuring that the identified hazard is controlled to the satisfaction of the party who reported the concern as well as the Health & Safety Committee.

---

## Emergency Procedures

### **Call 9-1-1 for all life-threatening emergencies**

After calling 911, report the incident to Brookfield GIS at 1-877-445-0611, as well as notifying your immediate supervisor.

Detailed Emergency Response Procedures are included in the Emergency Action Guide located in the Brookfield GIS Hazard Station for this facility. In the event a fire alarm:

- All workers must follow the posted fire safety and evacuation plans located in the elevator lobbies and access to the stairwells.
- Do not use the elevators; proceed to the ground floor using the nearest stairwell.
- If you are mobility impaired, contact building security at 204-942-4472 for assistance.
- Obey all instructions provided by building security and designated floor wardens.

All Project and Construction activity will require a posted project-specific emergency response plan.

---

## Workplace Inspections

Workplace inspections are a key element of any effective health and safety program and internal responsibility system in the identification of potential workplace hazards or unsafe conditions.

The Brookfield GIS HSE Coordinator and Property Manager for this facility will conduct regular workplace inspections of the entire facility as well as regular audits of all work in progress. Although Brookfield GIS in their role as OHS Control authority for this facility will be conducting regular inspections,

- The tenant through their Health & Safety Committee will also be required to conduct monthly inspections of all areas occupied by the tenant as required by the regulations;
- Contractors are expected to provide an adequate level of supervision for the work and inspect the work and the worksite on a regular frequency.

---

## Training & Qualifications

- As identified in the Roles and Responsibilities section of this document, it is the responsibility of each employer to ensure all workers have appropriate competency, qualifications and training prior to assigning the work.
- As noted in the Work Permit Process section of this document, Brookfield GIS reserves the right to request proof of competency and training prior to authorizing the work to proceed.
- All workers accessing the site must first complete the Brookfield Global Integrated Solutions Orientation for this facility prior to the start of any work.

---

## Monitoring, Review, and Records

Metrics associated with hazardous occurrences, hazardous conditions, near misses, minor occurrences, operational incidents and injuries of all types are analyzed and trended by Brookfield GIS HSE. This data is utilized by Brookfield GIS for the purposes of identifying opportunities for program improvement and reporting to PWGSC. Upon request this information will be available to all parties of this Site-Specific Occupational Health Safety Plan.

---

## How can I get Involved?

All workers have the Right to Participate. All workers are encouraged to contact Brookfield Global Integrated Solutions HSE with any questions or concerns, or to make a report of a hazard or unsafe condition.

Contractor Safety Committee meetings will be hosted by Brookfield GIS on a monthly basis. These meetings are mandatory for the Brookfield GIS Property Manager and representatives from all resident contractor firms, as well as any contractor firm's currently conducting project work within the facility that will have duration greater than 30 days. In these meetings, the Property Manager will provide an update on any upcoming site changes, planned projects, projects in progress as will identify any possible safety concerns associated with the coordination of the work.

These meetings will also provide a forum for the contractor community to voice any safety concerns as well as foster a culture of mutual collaboration.

---

## Key Contact Information

Table TS-2.5 –Key Contact Information

Contact		Organization	Phone	Email/Quick Link
Emergency		Municipality	9-1-1	NA
Hazard Occurrence/Unsafe Condition		Brookfield GIS	1-877-445-0611	<a href="mailto:safety@brookfieldgis.com">safety@brookfieldgis.com</a>
Work Permit Request		Brookfield GIS	NA	<a href="mailto:WEST-RP1workpermit@brookfieldgis.com">WEST-RP1workpermit@brookfieldgis.com</a>
Security Clearance Request		Brookfield GIS	NA	<a href="mailto:securityscreenings@brookfieldgis.com">securityscreenings@brookfieldgis.com</a>
Site Specific Orientation		Brookfield GIS	NA	<a href="https://cw1.complyworks.com/employer_orientations.php?item=2054">https://cw1.complyworks.com/employer_orientations.php?item=2054</a>
General Information – Health & Safety		Brookfield GIS	NA	<a href="mailto:safety@brookfieldgis.com">safety@brookfieldgis.com</a>
Building Security		Commissionaires	204-942-4472	Mobile 204-793-6113
Kari Roy	Property Manager	Brookfield GIS	204-930-9919	<a href="mailto:Kari.Roy@brookfieldgis.com">Kari.Roy@brookfieldgis.com</a>
Kelly Bishop	HSE Manager	Brookfield GIS	204-509-9763	<a href="mailto:Kelly.Bishop@brookfieldgis.com">Kelly.Bishop@brookfieldgis.com</a>
James Lenting	HSE Coordinator	Brookfield GIS	204-557-2617	<a href="mailto:James.Lenting@brookfieldgis.com">James.Lenting@brookfieldgis.com</a>
Jamie Deacon	HSE Coordinator	Brookfield GIS	204-997-2923	<a href="mailto:Jamie.Deacon@brookfieldgis.com">Jamie.Deacon@brookfieldgis.com</a>
John Sinclair	Maintenance Lead	Brookfield GIS	204-588-4246	<a href="mailto:John.Sinclair@brookfieldgis.com">John.Sinclair@brookfieldgis.com</a>

## SITE SPECIFIC HAZARD IDENTIFICATION CHECKLIST

This checklist helps describe site specific health, safety and environmental hazards. This checklist does not replace the need to complete a more detailed project hazard assessment or job hazard assessment. All site specific hazards that are identified, require a hazard control measure.

<b>Site</b>	Victory Building		
<b>Site Address</b>	391 York Avenue		
<b>Primary Site Contact</b>	John Sinclair		
<b>Site Contact Phone #'s</b>	<b>Office</b>		<b>Mobile</b> 204-588-4246
<b>Completed By</b>	James Lenting	<b>Title</b>	HSE Coordinator
<b>Date Completed:</b> (DD- MMM-YY)	07/03/2016		

<i>Hazard</i>	YES	NO	NA	Control/ Comment
<b>Designated/Hazardous Substances Including Controlled Products</b>			<input type="checkbox"/>	
Exposure to dust, fumes, mists	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Appropriate PPE
Controlled products on site: Indicate location: <ul style="list-style-type: none"> <li>Hazardous Materials are stored in the 5th floor penthouse.</li> <li>Cleaners' room</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MSDS available at Building Technicians office
This Facility is known to contain asbestos or house asbestos containing materials (ACM). <ul style="list-style-type: none"> <li>Friable asbestos-containing sprayed-on fireproofing is present in ground level storage rooms, selected offices and staircases on the northwest corner of the building.</li> <li>Non-friable asbestos-containing duct sealant is present on ductwork at various locations in the building</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Asbestos Management Plan in place.
An asbestos survey has NOT been conducted for this facility; Service Provider must assume that the building is asbestos containing.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Asbestos Management Plan in place.

Hazard	YES	NO	NA	Control/ Comment
Facility is known or suspected to contain Lead (common applications: old paint, old plumbing solder) Indicate location_____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Facility is known or suspected to contain Mercury (common applications: thermostats & laboratories) Indicate location_____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Risk of exposure to biological hazards (virus, bacteria, fungi) Indicate location_____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Appropriate PPE,</li> <li>• follow safe work procedures</li> </ul>
Radiation exposure at site (X-ray, radio-active)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Restricted access to trained individuals
Facility has known or suspected of having a history of mold contamination Indicate location: <ul style="list-style-type: none"> <li>• Basement</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Appropriate PPE,</li> <li>• follow safe work procedures</li> </ul>
Noise levels above 80dBA: Indicate location: <ul style="list-style-type: none"> <li>• Penthouse</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hearing protection required
<b>Confined Space</b>			<input type="checkbox"/>	
This Facility contains Confined Spaces? Locations: <ul style="list-style-type: none"> <li>• B19 East Basement - Chimney Shaft</li> <li>• Crawl Space Access – Basement</li> <li>• Air handling units - Penthouse</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• C.S Entry Permits; Training, Procedures and Rescue Plan are required prior to entry</li> <li>• <b>Consult BGIS</b></li> </ul>
Warning signs at access points missing and awaiting install:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Electrical Hazards</b>			<input type="checkbox"/>	
Explosion-proof devices required:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Potential exposure to power lines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Fire Safety</b>			<input type="checkbox"/>	
Facility stores/contains combustible materials: Room B19 - Basement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flammable materials to be stored in flammable cabinets

<i>Hazard</i>	YES	NO	NA	Control/ Comment
Hot work restricted areas on site:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hot work permit system in place – <b>Consult BGIS</b>
<b><i>Site Tools, Equipment and Machinery</i></b>			<input type="checkbox"/>	
Site contains machinery/equipment where guarding is awaiting improvements and is considered inadequate.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Adequate Machine guarding
Site contains Powered Industrial Trucks	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b><i>Housekeeping</i></b>			<input type="checkbox"/>	
Site contains tripping hazards including exterior	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Maintain awareness of surroundings.</li> <li>• Storage carts throughout facility can create tripping hazards.</li> </ul>
Site contains slipping hazards including exterior	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Utilize proper footwear
Low lighting areas.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b><i>Working at Heights (2M)</i></b>			<input type="checkbox"/>	
Site contains fixed ladders	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• BGIS work at heights permit and fall protection required over 2M.</li> <li>• Some fixed ladders at this facility require fall protection.</li> </ul>
Site contains portable ladders	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	BGIS work at heights permit and fall protection required over 2M
Unguarded platforms or Roof top – No building equipment is near roof's edge.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	BGIS work at heights permit and fall protection required over 2M
<b><i>General</i></b>			<input type="checkbox"/>	
Ability to contact emergency services – Limited cellular reception?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Risk of overhead work and falling objects while working at the site:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	



<i>Hazard</i>	YES	NO	NA	Control/ Comment
Risk of exposure to workplace violence and harassment:  Indicate location: <ul style="list-style-type: none"><li>• Public Walkways</li><li>• Front Lobby</li></ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No working alone in indicated area