

PROCEDURES AND GENERAL REQUIREMENTS

6.1 Hazard Information

The Contractor shall contact the Facilities Management Department prior to the start of the project, to ensure they have all pertinent information for the assigned project including hazard, permits, floor plans and utility information.

Certain activities that may impose a high level of risk for the University may be restricted or prohibited. NSU may impose additional safety or environmental requirements upon the Contractor due to certain hazards of the particular project.

Projects where additional requirements may be necessary due to potential hazards are:

- Working in or around chemical, biological, or radioactive materials (especially labs).
- Contractor required to use highly hazardous substances.
- Working with asbestos- or lead-containing materials.
- Mold remediation.
- Working with energized systems.
- Disablement of security or fire protection systems.

The Contractor shall be responsible for the removal and/or disposal of hazardous waste generated from the project. Hazardous waste generated from the project must be removed and disposed of in accordance with federal and state regulations and NSU Hazardous Waste Plan.

All Contractors performing inspections, construction, repairs and demolition at NSU are to comply with the requirements as outlined in this plan. Failure to adhere to these requirements may result in an immediate shutdown of the worksite and project which is a breach of contract with the University.

6.2 Security and Site Logistics

All Contractors and employees while on NSU properties are required to wear identification badges (visitor tag) or stickers on their clothing. Contractors are required to maintain a daily attendance log of their employees to be used in the event of an evacuation or catastrophe.

Contractors and employees are required to obtain parking permits while on NSU properties. Contractor permits are valid only inside the applicable construction sites or specifically designated areas as specified by the contract or University. The Contractor shall notify the University's parking office in advance to the number of parking permits required for their employees. Contractors and employees are subject to ticketing and fines if University parking rules are not observed.

6.3 Housekeeping

The Contractor must consult with the Facilities Management Department prior to bring materials and/or equipment onto the site, so storage locations can be determined and designated. Materials and equipment are to be placed in an orderly manner in public areas so there are safe passageways for staff, faculty and students.

At the end of each work day, all tools, supplies etc., will be removed and stored in the appropriate storage areas. Contractors will ensure that employees clean the work sites at the end of each day, plus containers/bins should be provided to discard any scrap metal, wood or wire. Contractors are to ensure that the appropriate safety barricades are installed around open holes, trenches or other worksite hazards to assure that no injury is caused to workers or University faculty, staff and students.