

STUDENT OR DEPARTMENTAL PROJECT/DEMONSTRATION SAFETY PLAN TEMPLATE

Instructions:

1. Download then open the form in Adobe Acrobat or Adobe Reader.
2. Select "Fill & Sign" from the tool menu.
3. Select field area and enter data.
4. Submit the completed form through Student or Departmental Project Safety Plan SOP Submissions form.

Project/Demonstration Title: _____

Project/Demonstration Date: _____

List all hazards associated with the student and/or departmental project or demonstration:

(e.g., open flame, chemical hazard, physical hazard, climate hazard, social factors, access/remote location, communication concerns, wildlife/animals, travel, bloodborne pathogens and OPIM, visibility/line of sight concerns, working alone, safety and hygiene practice concerns, projectiles, etc.)

List all methods for the mitigation of listed hazards: (e.g., methods for securing test site, control measures, applicable trainings, PPE, hydration stations, emergency response plan, weather safety plan, backup communication plan, etc.)

List all fire-control measures that will be implemented:

List all PPE to be utilized during project/demonstration: (eye and/or face protection, hearing protection, foot and hand protections, respiratory protection, etc.)	

Will the project/demonstration site perimeter be marked?

Yes

No

Size of project/demonstration site:

(provide measurement in feet, yards or meters)

Distance of project/demonstration site from structures:

(provide measurement in feet, yards or meters)

Potential for the generation of hazardous waste from project/demonstration:

Yes

No

Location of project/demonstration site: _____

Instructions:

1. Utilize aerial maps (e.g., Google Earth, USGS EarthExplorer) to screenshot location of project/demonstration site.
2. Mark up the perimeter of project/demonstration location with a yellow rectangle.
3. When the image is ready for uploading, select the box below to open a new window. From this new window, select "browse" to locate image of location.
4. Select image and click "OK".
5. Repeat for any additional possible locations.

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Glossary of Terms

1. **Backup Communication Plan** – a second means for communication with any parties not on-site during testing, project, or demonstration; this includes sponsoring parties, emergency contacts, and emergency services. Examples of backup communication plans include: 2-way radio wherein one party has traditional means of telecommunications, satellite phones, satellite messengers, CB radios, and mesh networking apps.
2. **Bloodborne Pathogens and OPIM** – infectious microorganisms that may be present in human or animal blood and other potentially infectious materials (bodily fluids, organs, tissues).
3. **Climate Hazard** – potential occurrence of climate-related events that may cause damage and loss. Examples of such hazards include heat, cold, and severe weather events including high winds, various precipitation, and lightning.
4. **Communication Concerns** – potential loss of connectivity via telecommunication devices, especially when working in remote locations.
5. **Control Measures** – actions taken to prevent or reduce the risk of harm from a given hazard to minimize injury, illness or incident.
6. **Emergency Response Plan** – a detailed strategy outlining methods for the management and response to emergency situations; should define specific actions, roles, and procedures to be followed to minimize the impact of an incident and facilitate recovery.
7. **Hydration Station** – facility or means of providing access to potable water.
8. **Projectiles** – an object propelled through the air, whether manually or via the implementation of equipment.
9. **Safety and Hygiene Practice Concerns** – increased risk related to absence of known and accepted methods for decreasing risk to personal health and safety; examples include handwashing and other forms of sanitation and access to safety equipment and first aid.
10. **Social Factors** – interaction with the public, whether directly or by proximity; distance from the public.
11. **Visibility/Line of Sight Concerns** – potential occurrence of hazards arising from low visibility conditions (working in a dark environment, some climate hazards, etc.) such as slips, trips or falls, difficulties in performing tasks, increase risk of struck-by incidents, difficulties in communication leading to errors and accidents.
12. **Weather Safety Plan** – a set of procedures and actions taken to protect individuals and property from the risks associated with severe weather, including high winds, various precipitation, and lightning. A weather safety plan should be developed in all instances of tests, projects, or demonstrations occurring in remote locations.
13. **Wildlife/Animals** – includes potential interactions with wildlife occurring naturally in a location, or planned events, projects, tests, or demonstrations directly involving animals.