



Contractor Safety Plan

Revised: September 2022

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Introduction

California State University, Dominguez Hills (CSUDH) recognizes that hazards may exist in construction and other type of contract work that may be conducted at CSUDH, and any other facilities operated by the University. It should not be assumed that this guide covers all applicable safety and health laws. While onsite, contractors are required to follow applicable Federal, State, University and local safety and health regulations

The contractor is responsible and accountable for the safety of their employees. However, the University reserves the right to require the contractor to discontinue operation at any time it determines that the contractor's actions are exposing non-contractor individuals to an unsafe situation, environmental requirement or regulation.

This Contractor Safety Plan is written in compliance with California Code of Regulations, Title 8, Construction Safety Orders. The plan is developed to assist with developing safety awareness and hazard responsibilities for contractors that have been selected to perform work tasks on or near the campus of California State University, Dominguez Hills.

The regulatory codes or programs mentioned in this document are intended only as a guide or reference for contractors and are not intended to be inclusive of all the rules and regulations that might affect the subject matter and/or the contractor.

It will be the specific responsibility of the contractor to verify the regulatory accuracy of this document and to communicate to its employees the environment, health and safety information provided to them by this University.

Compliance by contractors and/or their representatives while performing work at the University is not an option. It is a requirement.

California Code of Regulations (CCR), Title 8, Subchapter 4	http://www.dir.ca.gov/title8/sub4.html
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Contractor Safety Program

Safety on campus is a core value at CSUDH. It is a value that is shared with any and all contractors that may perform work for the University. Construction, installation, remodeling, demolition, and repair sites located on campus can pose hazards to university students, faculty, staff and visitors. California State University, Dominguez Hills has implemented the following contractor safety program for our worksites so that potential job injuries can be proactively addressed, and risk and hazards be eliminated and/or controlled.

Policy Statement

It is the policy of California State University, Dominguez Hills (CSUDH), to provide contractors with information regarding known asbestos and lead hazards on the University property and within its buildings and facilities. Contractors are to request this information from the Department of Environmental Health and Safety (EHS) before they begin their initial work on Campus. It shall be the contractor's responsibility to disseminate this type of health and safety information to their staff and to their subcontractors.

CSUDH Contract Administrator

All work provided to the University shall be done under contract. All Contracts will be issued by the Procurement and Contracts writing, when determined appropriate by specification, terms or conditions and insurance requirements, Procurements and Contracts shall require that contractors certify their compliance in writing, with applicable California Occupational Safety and Health Administration (Cal/OSHA) regulations of the State of California prior to commencing construction activities.

Protection of Contractor Employees

It is the responsibility of the contractor to protect his/her employees, subcontractors, and suppliers, and to provide a safe place of employment.

Implementation of this Plan

The implementation of this Plan does not imply that CSUDH is establishing or enforcing safety practices for the benefit of a contractor, subcontractor, supplier or their employees.

CSUDH Personnel Authorized to Act

CSUDH personnel, upon discovering health and safety concerns that are not compliant with generally accepted safe work practices or Cal/OSHA standards, are authorized to take the appropriate action to ensure that the contractor is informed of such concerns, and to ensure that CSUDH personnel and property are not exposed to a known and recognized hazardous condition.

Purpose of Contractor Safety Plan

A written contractor safety policy establishes guidelines to be followed for contractors working on our Campus. The rules established:

- Provide a safe working environment
- Govern University relationships with outside contractors
- Ensure that contractor employees and University employees are trained to protect themselves from all potential and existing hazards

The effectiveness of the contractor safety program depends upon the active support and involvement of all employees. This plan is intended to implement a program to ensure that all contractor work practices are carried out safely to minimize the possibility of injury or harm to the contractors' employees or our university participants. It is also intended to serve as an additional tool in safeguarding the health and safety of all employees.

The contractor safety policy establishes uniform requirements designed to ensure that contractor safety orientation, coordination, and safety administration practices are communicated to and understood by employees.

This document is provided to ensure all applicable campus safety plans, policies and procedures are communicated to all participating contractors. It also provides an avenue for contractors to communicate their safety plans, policies, and procedures to the University. This program aims to prevent personal injuries and illnesses.

Administrative Duties

Department Directors of CSUDH

The following Administrative Staff are responsible for developing and maintaining this plan.

- Jonathan Scheffler, Associate Vice President of Facilities Services
- Michael Williams, Director of Environmental Health & Safety
- Yancey Modesto, Associate Vice President for FDPC

A copy of this plan is available on the Environmental Health & Safety website.

Responsibilities

University Responsibilities

This University has specific safety responsibilities when hiring contractors to come onto Campus worksites, onto the grounds, or into our buildings or facilities to perform work. University responsibilities when hiring contractors include the following listed steps. CSUDH will:

- Take steps to protect contract workers who perform work on or near a potentially hazardous process.
- Obtain and evaluate information regarding the contract employer's safety performance and programs.
- Explain the applicable provisions of the CSUDH Emergency Action Plan to the contractor and require that the contractor disperse that information to all workers who will work at the site.
- Inform the contractor of known potential fire, explosion, or toxic release hazards related to the contractor's work and the process.
- Develop and implement safe work practice procedures to control contract employee entry into work areas that could contain asbestos containing materials, radiation and/or other known hazardous materials and substances.
- Periodically evaluate the contract employer's fulfillment of their responsibilities under this policy utilizing audits and reviews.

Contractor Responsibilities

Contract employees must perform their work safely. Considering that contractors often perform very specialized and potentially hazardous tasks, such as confined space entry activities and non-routine repair activities, their work must be controlled. Contractor responsibilities when accepting contracts with this University include the following listed steps. The contract employer will as a minimum:

- All contractors performing hazardous work or working in hazardous environments, shall maintain both proper policies and procedures that comply with Cal/OSHA and other regulatory entities as well as up to date training records for their employees who would be performing work on campus.
- Abide by all applicable Rules and Regulations--State, Federal, and University, pertaining to safe working practices and procedures to protect contractor/subcontractor employees as well as University staff, faculty, students, and visitors.
- Ensure that all its employees comply with all applicable local, state, and federal safety requirements, as well as with any safety rules and regulations set forth by this University.
- Ensure that all occupational injuries and occupational illnesses (requiring medical attention beyond first aid) sustained by contractor/subcontractor personnel on university property are reported to the University's Environmental Health Safety office, in detail, within 4 hours of the incident on the following schedule:
 - Monday - Friday 8 AM to 5 PM call: (310) 243-3000 or (310) 243-2895
 - Weekends, holidays, and evenings call: (310) 243-3639 or 911 (University Police Dispatch)

It is the direct responsibility of the contractor to report all Cal/OSHA serious occupational injuries and/or occupational illnesses involving contractor personnel.

California Code of Regulations (CCR), Title 8, Chapter 3.2, Subchapter 2, Section 342	http://www.dir.ca.gov/title8/342.html
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- The nearest Cal/OSHA Office to the university is:

Long Beach District Office
3939 Atlantic Avenue, Suite 212
Long Beach, CA 90807
Phone: (562) 506-0810 or Fax: (562) 426-8340
Email: DOSHLBO@dir.ca.gov

- Ensure that all the contract employees are trained in the work practices necessary to safely perform their job.
- Instruct all contract employees in the potential fire, explosion, or toxic release hazards related to their job and the process.
- Assure that the contract employees know the applicable provisions of the CSUDH Emergency Action Plan.
- Document all contract employees training that takes place during the scope of the project at the

University.

- Inform contract employees of and then enforce safety rules of the University, particularly those implemented to control the hazards of the contracted process during operations.
- Require that all subcontractors must abide by the same rules to which the contractor is bound by this section.
- Abide by the University's smoking policy that prohibit smoking and the use of tobacco in all areas of campus, including parking lots and structures, as well as in leased spaces, including space within buildings shared with other agencies, as well as on-campus residences.
- Inform all contractor and subcontractor employees that University equipment cannot be used for any work tasks to be performed by the contractor.
- Provide all information to their employees and sub-contractors relating to asbestos containing materials, lead, radiation and/or other known hazardous materials and substances that may be present at the University.

Guidelines for Review

Contractor Safety

CSUDH concerns itself with the safety of all participants on its Campus. The following are items of consideration that may be evaluated by the University to verify that selected contractors, who have been chosen to perform work at this University, have acceptable safety performance records:

- Contractor's experience modification rate (X-Mod or EX-MOD) for workers' compensation for the previous three year.
- Contractor's past safety record in performing jobs of a similar nature.
- OSHA 300 Logs, which includes the occupational number of lost-time accident cases, number of recordable cases, number of restricted workday cases, number of fatalities for the current and previous three years.
- Incident rates for lost-time accidents and recordables for the past three years.
- Workers' compensation certificate of insurance coverage on file with Procurement, Contracts, Logistical and Support Services.
- Contractor's Injury and Illness Prevention Program and training system with documented instructional records for employees assigned to work at the University project.
- Copies of any Notices of Violation as issued by Cal/OSHA to the contractor and/or subcontractors.
- Copies of any permits, licenses, certifications, or skilled trades-people necessary to be capable of performing the work in question—forklift operators, respirator users etc.

Information Exchange – University

Before the contract work begins, this University must:

- Designate a representative to coordinate and communicate all safety and health issues and communicate with the contractor. The designated representative will have a copy of the work document, be thoroughly familiar with its contents, and with the safety and health aspects of the work or know who to call to obtain this information. The designated representative is responsible for ensuring that all University responsibilities listed below are carried out.
- Instruct contractor to review all applicable University health & Safety policies on the campus Environmental, Health & Safety page located here <https://www.csudh.edu/ehs/health-safety-programs-policies/> Inform the contractor of any emergency signals and procedures that may be put into operation in areas where the contractor's employees are working.
- Conduct an inspection of the proposed worksite area before the prestart-up meeting so any known information about on-site hazards, particularly hazards that are not easily noticed, are documented and thoroughly communicated to the contractor.
- Work directly with the contractor's designated representative, with whom all contacts should be made.
- Conduct a pre-start up meeting (walk through) with the contractor's designated representative and a supervisor from each of the areas of the University involved in the contractor's work.
- Review all contract requirements related to safety and health with the contractor's designated representative, including, but not limited to, rules and procedures, personal protective equipment (PPE), and special work permits or specialized work procedures. Advise the contractor that the facility safety and health policies must be followed. A copy of the facility's safety plans must be furnished to the contractor.
- Inform contractor's designated representative of the required response to employee alarms and furnish the contractor with a demonstration or description of the alarms.
- Communicate thoroughly with the contractor's designated representative any safety and health hazards (particularly any chemical and hazard communication issues) known to be associated with the work, including those in areas adjacent to the worksite.
- Inform them it is the contractor's responsibility to convey this information to their employees and any subcontractors.
- Review preparation of worksite before contractor begins initial work.
- Identify connect-points for all services, such as steam, gas, water, electricity, etc. Define any limitations on use of such services.
- Ensure that all affected employees at this University receive training on all hazards to which they will be introduced by the contractor's presence and/or work tasks.
- Ensure that the contractor knows that at no time shall contractor employees or their designees be allowed to use any of the University equipment in the fulfillment of any of their work tasks.

The University - During the Contract Work

- Limit, as necessary, the entry of university employees into contractor work areas.
- Monitor the contractor's compliance with the contract throughout the duration of the work. When checking contractor work during the project, note any negligent or unlawful act or condition in violation of safety standards or requirements. Any items noted should be brought immediately to the attention of the contractor's designated representative in writing, with a copy of the notice being sent to the contractor's home office concurrently. However, if an unsafe act or a condition is noted that creates an imminent danger of serious injury, immediate steps should be taken with the contractor's designated representative, or in their absence, the contractor's employees to stop the unsafe act or condition.
- Bring to a stop any work that is in violation of a regulation.
- Document all discussions, including place, time, and names of contractor employees in attendance.
- Approve the contractor beginning work each day unless it is routine service or maintenance work or periodic outdoor service or maintenance work.
- For work for which this University has developed specific and generally applicable procedures, make sure contractors and their subcontractors follow the same procedures.
- Not allow loaning of tools and equipment to outside contractors and their subcontractors. The contractor is required to provide the necessary tools and equipment.
- Contact the nearest medical facilities, when available, in emergency situations where severity of the injury dictates immediate attention.
- Obtain a copy of each OSHA recordable injury report from the contractor and subcontractor. Investigate and report to the facility manager all personal injuries to contractor and subcontractor employees.
- Investigate and report any property losses.
- Maintain a contractor accident report file.

After conclusion of the contract work, The Director of EHS and/or the AVP of Facilities Services may complete a post-project assessment of the contractor's safety performance for the University. This evaluation will be used for future reference, with a recommendation on whether the contractor can be considered for future University projects.

Information Exchange - Contractor

Before the contract work begins, the contractor must:

- Designate a representative to coordinate all safety and health issues and communicate with the University's designated representative.
- Communicate to the University any hazards, resulting from the contractor's work tasks and the performance thereof that may adversely affect University air quality, groundwater, and/or any University participant or staff.
- Take the responsibility to communicate to their employees any and all safety and hazard information made known to the contractor by the University.
- Provide documentation of any necessary safety training, as described in the Training Requirements section of this policy, to this company's designated representative.
- Provide information to the designated representative on the safety and health hazards that may arise during the course of the contractor's work at this University and the means necessary to avoid danger from those hazards, including Hazard Communication and all other potential hazards.
- Obtain from the University any safety rules and regulations in effect at the site or potential hazards present that may affect the contractor's work.
- Be certain to be informed of any emergency signals and procedures that may be put into operation in areas where the contractor's employees are working. The contractor should be certain to have the telephone numbers of the nearest hospital, ambulance service, and fire department.
- Advise and train its employees on hazards associated with the work to be performed, including any Hazard Communication or other hazard information provided the contractor by the University's designated representative.
- Keep the designated representative of the University fully informed of any work which may affect the safety of their employees or property. This includes complying with the state and federal right-to-know legislation, Proposition 65, and providing the designated representative appropriate Safety Data Sheets (SDSs) or other required information about chemicals the contractor will or may bring onto the campus.
- Know who to call and what to do in emergencies, including where first-aid and medical services are located and train employees on this.

During the contract work, the contractor will:

- Have a designated site safety coordinator present and attentive to the work being carried out at all times that the contractors and/or subcontractors are working at the facility site.
- Ensure that all subcontractors are abiding by the terms of this plan.
- Take the responsibility to communicate to their employees any and all safety and hazard information made known to the contractor by the University.
- Communicate to the University any hazards, resulting from the contractor's work tasks and the performance thereof that may adversely affect University air quality, groundwater, and/or any University participant or staff.
- If applicable, perform its work while the University is operating, if necessary, and establish necessary safe practices to permit work under operating conditions without endangering this University's associates and property. This includes but is not limited to barricading, signposting, and fire watches.
- Make sure that any equipment, chemicals, or procedures used by the contractor to perform contracted work meet all Cal/OSHA requirements.
- Ensure Safety Data Sheets (SDS's) for chemicals being used on the project are readily available onsite.
- Be held responsible and accountable for any losses or damages suffered by this company and/or its employees as a result of contractor negligence.
- Provide its employees with medical care and first-aid treatment. University first-aid facilities may be used only in case of emergencies.
- Uses only the campus entrance designated and follow the University access control practice. The contractor also will ensure that each contractor employee is issued and wears some form of easily seen identification.
- Provide supervisors and employees who are competent and adequately trained, including training in all health and safety aspects of the work involved in the contract.
- Provide all tools and equipment for the work, including personal protective equipment (PPE), and ensure the equipment is in proper working order and employees are instructed in its proper use.
- Maintain good housekeeping in the workplace.
- Be responsible for fire extinguishing equipment at the work site.
- Follow specific instructions supplied by this University should emergency alarms be activated.
- Notify the designated representative immediately of any OSHA recordable injury or illness to contractor employees or subcontractor employees occurring while on site at this University.
- Provide a copy of each accident report to the designated representative.
- Receive and use a copy of the University's written safety policies and procedures and make copies available to applicable staff.
- Not allow any type of fighting, horseplay or any other type of negative activity that might result in injuries at the job site.
- After conclusion of the contract work, the contractor is responsible for cleaning all work areas and disposing of any discarded materials in a proper and legal manner.

Training and Instruction

University Requirements

CSU Dominguez Hills will make every attempt to ensure that affected University employees receive instruction on all hazards to which they may be introduced by a specific contractor's performing work tasks at the University. These hazards must be communicated to the University by the contractor before beginning the work tasks and/or as soon as the contractor becomes aware of the hazard(s).

Contractor Requirements

- Contractor is responsible for any and all health, safety and environmental instruction to its employees and/or representatives pertaining to and associated with the performance of job tasks at the University.
- It is the contractor's sole responsibility to convey to its employees any health, safety or environmental information provided by the University to the contractor.
- Train all workers on all safety and health hazards and provisions applicable to the type of work being done and provide documentation of such training to this University's designated representative.
- Provide documentation to the University's safety representative of all instruction and training given to contractor employees while at the University.
- Train employees on where to obtain first-aid and medical services.

Recordkeeping

University Requirements

The designated representative will:

- Have a copy of the contract on file and be thoroughly familiar with its contents, and with the safety and health aspects of the work.
- Keep records of all training done with university workers regarding hazards to be caused by the contracting company.
- Keep copies on file of all forms or statements related to the contract that are required by the University to be filled out before or during contract work.
- Keep copies of incident reports on all incidents that occur in the course of the project.
- Keep daily logs regarding pre-work start-up inspection findings, where applicable.
- Keep records of all documentation of any type given by the contractor, including records of training, Safety Data Sheets, accident reports, etc.
- Keep records of all documentation of any type given to the contractor, including list of hazards to train their employees on, Safety Data Sheets, etc.
- Document all discussions, letters, memos, or other communications made to the contractor regarding safety issues, including place, time, and names of people involved.

Contractor Requirements

The contractor will:

- Keep records of all training done with contract workers and all documentation provided to the University regarding such training.
- Keep copies on file of all forms or statements related to the contract that are required by the University to be filled out before or during contract work.
- Have on file the telephone numbers of the nearest hospital, ambulance service, and fire department.
- Have copies on-site of all Safety Data Sheets (SDS) or other required information about chemicals relevant to the work on-site.
- Keep an OSHA 300 recordable injury and illness log for the project, as well as copies of incident reports on all incidents that occur in the course of the project.

Appendix

Key Campus Phone Numbers and Contacts

Concerning	Phone	Name	Title	Location
Alarms	310-243-3795	Richard Tetrick	Manager – Building Trades	Facilities Services
Asbestos	310-243-3012	Orson Faynor	Environmental Specialist	EHS SCC 1015
Buildings	310-243-3804	Work Control	Work Control Coordinator	Facilities Services
Central Plant	310-243-2206	Ken Seeton	Manager -Central Plant	Central Plant
Contracts	310-243-3250	Maria Hernandez	Director, Procurements & Contracts	Welch Hall, #485
Electrical Power	310-243-3795	Richard Tetrick	Manager – Building Trades	Facilities Services
Emergency – Medical	310-243-3639	University Police	Dispatcher	Welch Hall, #100
Emergency – Other	310-243-3639	University Police	Dispatcher	Welch Hall, #100
Emergency Preparedness/ Evacuation	310-243-2751	Ernie Ferrero	Emergency Preparedness Coordinator	University Police Welch Hall, #100
Environment – Hazardous Waste	310-243-3171	Ricardo Magallanes	Chemical Hygiene Officer	EHS Physical Plant 103
Equipment	310-243-2206	Ken Seeton	Manager -Central Plant	Central Plant
Extinguishers- Fire	310-243-2830	Russell Grogan	Manager – Building Trades	Facilities Services
Fencing	310-243-2830	Russell Grogan	Manager – Building Trades	Facilities Services
Fire	310-243-3639	University Police	Dispatcher	Welch Hall, #100
Grounds	310-243-2734	Scott Bourgeois	Director	Facilities Services
Health	310-243-2895	Mike Williams	Environmental Health & Safety Director	EHS Physical Plant 103
Lead	310-243-3012	Orson Faynor	Environmental Specialist	EHS Physical Plant 103
Parking	310-243-3184	Jessica Garcia	Manager, Parking and Transportation Services	SCC 200
Facilities Planning Design Construction	310-243-2764	Yancy Modesto	Associate Vice president	Physical Plant
Facilities Services	310-243-2139	Jonathan Scheffler	Assoc vice president	Facilities Services
Police – University	310-243-3639	University Police	Dispatcher	Welch Hall, #100
Risk Management	310-243-3867	Larry Kimaara	Senior Director, Risk Management & I.C.	RM WH 470
Environmental Health & Safety	310-243-2895	Michael Williams	Director of EHS	EHS Physical Plant 103
Security	310-243-3639	University Police	Dispatcher	Welch Hall, #100
Trash / Recycling	310-243-2161	Scarlett Zamora	Zero Waste	Physical Plant
Water	310-243-3795	Richard Tetrick	Manager – Building Trades	Facilities Services

General Safety Information

Contractor Employee Conduct

The contractor shall insure that their employees and their sub-contractor employees conduct themselves in a proper manner while on the university campus. Gestures, remarks, cat calls, whistling, or anything of a derogatory nature will not be tolerated.

Emergency Evacuations

Upon hearing any alarms or obtaining notification from university police or building emergency personnel, the contractor must stop all work. This includes ceasing all welding and burning activities and shutting off all equipment. The contractor's personnel shall evacuate to a safe location from the building. The contractor shall take a head count to ensure that all contract personnel are accounted for. The contractor will report any individuals that cannot be accounted for to police or building emergency personnel to coordinate possible rescue attempts with emergency response personnel. Contractor personnel shall remain in the area until the "ALL CLEAR" is announced and they are instructed to return to work by the floor warden, university police or designee.

Fire Alarms

Fire alarms must remain operational at construction sites involving occupied buildings. In the event that the alarm system must be deactivated, the contractor must notify the Project Manager. The University must authorize deactivation of the fire alarm. Approval to shut down a system will be given only with sufficient prior notice, where there is a demonstrated need, and the occupants of the building are not exposed to undue risk.

A fire watch is required whenever a university fire alarm system is deactivated.

Housekeeping

The contractor shall keep the work area, specifically walking and working surfaces, clean and free from debris and trash which could cause slipping and tripping hazards. Tools and materials shall be kept and stored in an orderly fashion.

Injury and Illness Prevention Program

A contractor shall submit a copy of their general Injury and Illness Prevention Program along with all other project submittals to the Project Manager prior to the start of the project. The contractor's IIPP shall meet the minimum requirement of California Code of Regulations (CCR), Title 8, Sections 1509 or 3203.

Contractor shall submit other safety programs that pertain to the type of job that will be performed on site. Some examples include but are not limited to confined space, fall protection, asbestos and lead certifications.

Lighting

Walkways must remain lighted for the safety of the pedestrian. When construction activity impacts the lighting of the surrounding area or walkways, the contractor must provide temporary lighting to compensate for the loss. The campus minimum requirements for illumination must be met.

Safety Data Sheets

Safety Data Sheets (SDS) on all material used on the project must be submitted to EHS for review prior to the start of the project, this can be done by either submitting this information to the Project Manager who will provide them to EHS for review or directly to EHS for review. Products containing carcinogens, asbestos and lead are not allowed to be brought onsite and used for any project without prior approval.

Noise

The contractor shall endeavor to keep the work area as quiet as possible. If power activated tools, screw guns, or other such devices must be used to accomplish the work, the contractor shall notify the Project Manager and advise him/her of the type of equipment to be used and the duration of the work to be done. At times it will become necessary for the contractor to stop work immediately when advised by the Project Manager or EHS that the work is adversely affecting classrooms and/or work areas.

Stairways and Corridor Egress

Stairwells, elevator lobbies and corridors are intended to provide a safe means for occupants to exit the building and emergency personnel to access the scene. The exit corridors of all areas are required to be kept clear and unblocked at all times, regardless of their width. All carts, supplies, ladders, tools, etc. must be kept out of corridors or stairways when not in use. Some projects may require construction that captures part of the corridor width. When this happens, it is extremely important that the remaining corridor(s) be clear. If an entire corridor or exit must be blocked off for a project, the contractor must immediately correct the problem under the direction of the Project Manager.

Trash, Waste, and Scrap Disposal

All trash, waste, and scrap must be disposed of each day in proper containers supplied by the contractor. All hazardous waste storage and disposal is to be coordinated through EHS Department.

The contractor will take measures to protect adjacent areas to the construction area from dirt, dust, and debris. Debris shall not be allowed to accumulate within or around the work area. The worksite and surrounding area, especially stairways, corridors, and walkways, must be kept clear of obstructions, waste, and dust which may create tripping, slipping, or egress hazards.

Tools (Powered or Non-Powered)

- Power tools shall be maintained in a safe working condition.
- Designed safety features such as guards and interlocks shall **NOT** be removed or defeated.
- Tools shall be tied off when in use above personnel or other dangerous equipment.
- Tools powered by petroleum based solvents shall not be used inside university buildings unless prior permission given by **EHS** and safeguards put in place to reduce exposure to building occupants.

Emergency Evacuation Information for Contractors

Notification of Emergency and Type of Emergency:

Alarm:

- Sound Type – Loud Pulsating Horn

Loudspeaker Information and Details:

- Speakers are activated by the University Police to give emergency information and details to the University Campus. Please listen and follow directions given for all University participants in the event of an emergency. Speakers are located on the exterior of most of the key University buildings located in high-traffic areas.

Types of Emergencies -- Requiring Evacuation:

- Fire, earthquake, and power outages are but a few of the events that would call for an evacuation that would require University participants to leave a building, structure or area of the University to a designated safe location.
- Terrorist activity, hazardous chemical release, and active-shooter scenarios are a few of the situations that may require University participants to remain at a safe location inside a Campus building or structure. Please listen for instructions from the University Police on the exterior loudspeakers throughout the Campus.

Evacuation Goal:

- Safe and focused exit to an area of safety is the goal of all University participants if it becomes necessary to conduct an Emergency Evacuation from any Campus building or structure.
- Contractors and subcontractors must become familiar with their Campus diagrams/maps so they can identify safe assembly areas for their employees and subcontractors. This identified assembly area for contractors and subcontractors must be communicated to all contractor/subcontractor personnel by the contractor prior to starting their first day of their work on Campus. This emergency information must be continued to be communicated to the personnel at every opportunity—e.g., new employee orientation sessions, safety meetings, pre-shift safety gatherings, information postings and tailgate meetings.
- It is the responsibility of the contractor to inform their employees and subcontractors where their selected primary and secondary assembly areas are located.
- Contractors are responsible for providing their own method of tracking their employee's attendance and whereabouts on the job site. The University suggests that contractors use some type of sign-in method that will simplify the roll-call process at the emergency gathering area in the event of an evacuation.

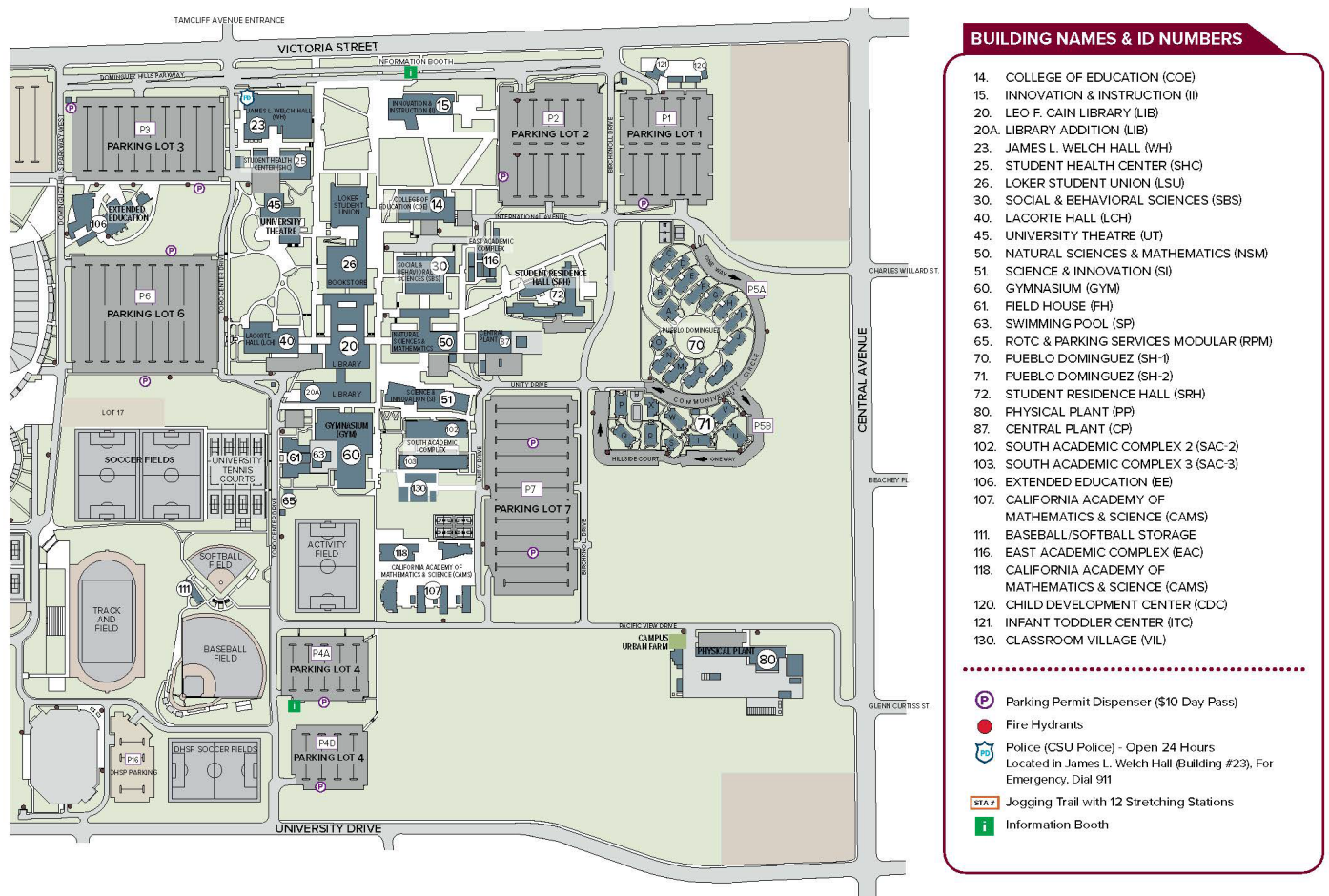
Building and Floor Warden Guides

- Floor Wardens have complete control and supervision of an emergency evacuation/situation. Contractors and their personnel are to respect the Warden's responsibility and take their direction in the event of an emergency.

Campus Map

Contractors must verify the designated entrances and any parking requirements prior to starting work on campus. Contractors shall obtain a special permit from the University Parking Department for access to the campus. Contractors must comply with campus parking and traffic requirements. Fire access routes must be maintained free and clear of obstructions. Violators are subject to citation by the University Parking Department.

CSUDH Campus Map



CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

Updated 08/2022

Driving Directions

CSUDH is located at:

1000 E. Victoria Street, Carson, CA 90747

Main campus number: (310) 243-3696

See the [Campus Map](#) for additional information.

Listed below are directions for reaching our campus by car. Our campus is located within five minutes of the 91, 110 and 405 freeways, which makes travel to campus convenient no matter where you are coming from. If you are coming for an athletic event, please enter through the University Drive entrance.

From the Los Angeles Civic Center:

110 South - Follow the Harbor Freeway (110) to the Artesia Freeway (91) east to Avalon Blvd. Take Avalon Blvd. south to Victoria Street, turn left. The entrance to campus is a right turn at Tamcliff Avenue.

From Santa Monica:

10 East - Follow the Santa Monica Freeway (10) east to the San Diego Freeway (405) south toward Long Beach. Exit at the Vermont Avenue off-ramp. Turn left (east) at the end of the off-ramp onto 190th Street. Follow 190th Street east for approximately two miles to the campus (190th Street becomes Victoria Street). The campus entrance is a right turn at Tamcliff Avenue, the second traffic signal past Avalon Blvd.

From San Bernardino:

10 West - Follow the San Gabriel Freeway (605) south. Take the Artesia Freeway (91) west toward Redondo Beach. Take the Central Avenue exit and turn left; turn right onto Victoria Street. The campus entrance is a left turn at Tamcliff Avenue, a traffic signal.

From San Fernando Valley:

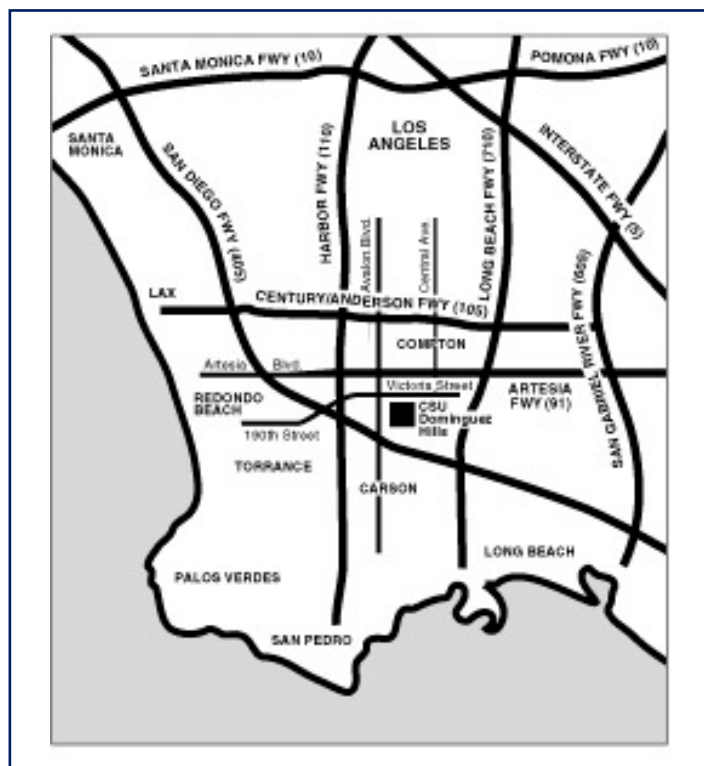
405 South - Follow the San Diego Freeway (405) south toward Long Beach. Exit on the Vermont Avenue off-ramp. Turn left (east) at the end of the off-ramp onto 190th Street. Follow 190th Street east for approximately two miles to the campus (190th Street becomes Victoria Street) The campus entrance is a right turn at Tamcliff Avenue, the second traffic signal past Avalon Blvd.

From Anaheim:

5 North - Follow the Santa Ana Freeway (5) North to the Artesia Freeway (91) west toward Redondo Beach. Take the Central Avenue exit and turn left; turn right onto Victoria Street. The campus entrance is a left turn at Tamcliff Avenue, a traffic signal.

From San Diego:

405 North - Follow the San Diego Freeway (405) north toward Los Angeles to Avalon Blvd. (north) off-ramp. Take Avalon Blvd. north (right) to Victoria Street. Turn right (east) onto Victoria Street. The entrance to campus is a right turn at the next traffic signal, Tamcliff Avenue.



Contractor Sign-In Requirements

The purpose of the sign-in requirement is to give notification to the University and its staff that an authorized contractor and/or their personnel will be conducting work on university property or within university buildings. Signers will be issued a “Contractor” badge that they must wear at all times while on University premises. At the conclusion of their work assignment, each contractor employee must return their badge to the Physical Plant Office.

Smoke Free Campus

As of **September 1, 2017**, smoking and the use of tobacco are prohibited in all areas of campus, including parking lots and structures, as well as in leased spaces, including space within buildings shared with other agencies, as well as on-campus residences.

Contractor Safety Plan Acknowledgement Form

I, [\[Click to Insert Name Here\]](#), certify that I have read the California State University, Dominguez Hills Contractor Safety Plan and fully understand my responsibilities with respect to the policy and procedures as outlined. I further agree to comply with the provisions of this plan and all required University, Local, State and Federal policies and procedures.

[Click or tap here to enter text.](#)

(Name of Contractor/Company)

[Click or tap here to enter text.](#)

(Printed Name)

(Signature)

[Click or tap here to enter text.](#)

(Title)

[Click or tap to enter a date.](#)

(Date of Signature)

***A copy of this signed acknowledgement form must be returned to the University's
Procurement, Contracts, Logistical and Support Services Department***

Program Updates

Date of Update	Sections Updated
August 2017	<ul style="list-style-type: none">• Key Campus Phone Numbers and Contacts• Campus Smoking Policy Added
September 2022	<ul style="list-style-type: none">• Key Campus Phone numbers & Contacts• Updated Appropriate Departments• Added New Personnel• Updated Previous Titles• Updated Campus Map• Contractor Safety Plan Acknowledgment Form Functional• Campus Map