

Cleveland State University  
Contractor Job Safety Worksheet

**This form is to be filled out completely prior to performing any work activities for all campus renovation and improvement projects**

Project Site \_\_\_\_\_ Company Name \_\_\_\_\_  
(Building/Rooms)

Proposed Start Date \_\_\_\_\_ Company Contact Person \_\_\_\_\_  
Duration of Project \_\_\_\_\_ Contact Phone Number \_\_\_\_\_  
Emergency Phone Number \_\_\_\_\_

Coordinating CSU Department \_\_\_\_\_  
CSU Project Coordinator \_\_\_\_\_ Extension \_\_\_\_\_  
24-Hour Emergency Phone Number \_\_\_\_\_

Brief Description of the Project:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Which of the following services will be interrupted as part of the project?

	Yes	No		Yes	No
Air Conditioning	<input type="checkbox"/>	<input type="checkbox"/>	Heating	<input type="checkbox"/>	<input type="checkbox"/>
Data Lines	<input type="checkbox"/>	<input type="checkbox"/>	Security System	<input type="checkbox"/>	<input type="checkbox"/>
Electric	<input type="checkbox"/>	<input type="checkbox"/>	Telephones	<input type="checkbox"/>	<input type="checkbox"/>
Fire Alarms	<input type="checkbox"/>	<input type="checkbox"/>	Ventilation	<input type="checkbox"/>	<input type="checkbox"/>
Gas (Natural)	<input type="checkbox"/>	<input type="checkbox"/>	Water	<input type="checkbox"/>	<input type="checkbox"/>
Sprinkler System	<input type="checkbox"/>	<input type="checkbox"/>	Other _____	<input type="checkbox"/>	<input type="checkbox"/>

Will any hot work (Cutting, welding, etc...) be done as part of the project  Yes  No

If hot work is to be performed, a Contractor's Hot Work Permit shall be obtained from designated individual prior to any such work beginning.

Will any hazardous waste be generated for either recycling/disposal as part of the project?  Yes  No

If Yes, check applicable

- |                   |                          |         |                          |
|-------------------|--------------------------|---------|--------------------------|
| Chemicals         | <input type="checkbox"/> | PCBs    | <input type="checkbox"/> |
| Fluorescent Lamps | <input type="checkbox"/> | Mercury | <input type="checkbox"/> |

Will work involve the use of chemicals or materials which may release vapors or odors at the work site and into adjacent areas? Yes  No

Contractors are to supply copies of Material Safety Data Sheets for all hazardous chemicals used in the project prior to beginning work to the Department of Environmental Health and Safety.

The Contractor agrees to provide for a safe and healthy work environment, and to maintain compliance with all applicable provisions of the Occupational Safety and Health Administration's (OSHA) regulations as set forth in the Chapter 29 of Code of Federal Regulations pertaining to health and safety in the workplace (29 CFR 1910 and 1926). The Contractor also agrees to provide to the Department of Environmental Health and Safety evidence of applicable written programs prior to beginning work. These include, but are not limited to Lockout/Tagout (Control of Hazardous Energy), Confined Space, Hazard Communication, and Hearing Conservation.

The Contractor understands the CSU signatures below represent an authorization to proceed with work activities only, and do not, nor are they intended to represent approval of plans, designs, methods, specifications and work practices of the Contractor

As an agent of the above company, I agree to the above outlined conditions:

\_\_\_\_\_  
Contractor's Authorized Representative

\_\_\_\_\_  
Date

Authorization for Work to proceed

\_\_\_\_\_  
Director of Access Control and Security

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Environmental Operations

\_\_\_\_\_  
Date

\_\_\_\_\_  
IS&T Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director, Environmental Health and Safety

\_\_\_\_\_  
Date

\_\_\_\_\_  
CSU Project Coordinator

\_\_\_\_\_

\_\_\_\_\_

Revised October 2009