



Tier 3 Contractor Safe Practices Survey

This form must be completed annually by Tier 3 suppliers and submitted **3 – 5 business days prior to requested entry date**. Approval for use of chemical products in the yard requires up to 10 days to process.

Tier 3 suppliers are those under NASSCO contract who perform the following:

Suppliers/subcontractors who are required to conduct work and provide services in office buildings and within production areas of the shipyard, ships at NASSCO and Naval facilities, parking lots and waterfront locations, or any other NASSCO facility. [See Notice of Safety Requirements for detailed explanation]

It is your company's responsibility to know and comply with the safety requirements of each job, including work specifications, applicable NAVSEA Standard Items, Federal OSHA and Cal-OSHA standards, and other relevant documents. Your company is responsible for providing the necessary training to ensure that your employees as well as your suppliers adhere to the applicable requirements while working at NASSCO facilities and contract locations. If work location, job scope, employees, or anything else pertaining to the job changes during the duration of your safety approval it is the companies responsibility to notify the Safety Department immediately.

Company: _____
Address: _____
City: _____ State: _____ Zip Code: _____

Person designated by your company to respond to safety concerns, anytime including nights, weekends (e.g. site manager, safety supervisor, etc):

Name: _____ Phone: _____
Title: _____
E-mail: _____

Contact from your company for lead person working on site at NASSCO:

Name: _____ Phone: _____
Title: _____
E-mail: _____

I. **Contracted Work**

Work location at NASSCO or contract location: _____

In Repair or New Construction: _____
DETAILED description of work to be conducted: _____

NASSCO Point of Contact: _____



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Please check the boxes corresponding with the type of work your company could potentially conduct while working for NASSCO.

<input type="checkbox"/> Scaffold <input type="checkbox"/> Motors <input type="checkbox"/> Crane/Rigging <input type="checkbox"/> Doors/Hatches <input type="checkbox"/> Fire Systems <input type="checkbox"/> Engineering <input type="checkbox"/> Labor <input type="checkbox"/> NDT <input type="checkbox"/> Photography <input type="checkbox"/> Security <input type="checkbox"/> Tech Rep <input type="checkbox"/> Vibration Survey <input type="checkbox"/> Elevators	<input type="checkbox"/> Diving <input type="checkbox"/> Condensers <input type="checkbox"/> Delivery <input type="checkbox"/> Consulting <input type="checkbox"/> Fire Watch <input type="checkbox"/> Calibration <input type="checkbox"/> Laundry <input type="checkbox"/> Vent Cleaning <input type="checkbox"/> Machinery <input type="checkbox"/> Industrial Safety <input type="checkbox"/> OTHER – Please Specify <input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> X-Ray <input type="checkbox"/> Confined Space <input type="checkbox"/> Turnkey Sub <input type="checkbox"/> Electronics <input type="checkbox"/> Flame Spray <input type="checkbox"/> Ship Misc. <input type="checkbox"/> Locksmith <input type="checkbox"/> OEM Service <input type="checkbox"/> Propellers <input type="checkbox"/> Tugs/Pilot <input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> Boilers <input type="checkbox"/> Construction <input type="checkbox"/> Disposal <input type="checkbox"/> Wood Work <input type="checkbox"/> Generator <input type="checkbox"/> Sheet Metal <input type="checkbox"/> Piping <input type="checkbox"/> Paint Application <input type="checkbox"/> Sandblast <input type="checkbox"/> Structural <input type="checkbox"/> Nonskid <input type="checkbox"/> Boat Repair <input type="checkbox"/> Diesels	<input type="checkbox"/> Hydro Blast <input type="checkbox"/> Electrical <input type="checkbox"/> Asbestos Removal <input type="checkbox"/> Hot Work <input type="checkbox"/> Heavy-Metal Abatement <input type="checkbox"/> Insulation/Lagging <input type="checkbox"/> Compressors <input type="checkbox"/> Paint Removal <input type="checkbox"/> A/C Refrigeration <input type="checkbox"/> Tank Cleaning <input type="checkbox"/> Ventilation <input type="checkbox"/> Hydraulics <input type="checkbox"/> _____
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Additional review by Environmental

II. Subcontractor (Third Party) Contracting

If your company will be using a third party subcontractor to perform the work, **the subcontractor must also complete a Tier 3 Contractor Safe Practices Survey.**

	Yes	No
1. Does your company contract any portion of your contract to other companies? If "NO" move on to next section.		
2. Does your company have a process for the oversight of these subcontractors?		
3. Have you informed your subcontractors of this requirement to complete this survey?		

III. Safety History (If U.S. company, data can be located in OSHA 300A Log)

Please complete the below information for the previous three years.			
	Three Years	Two Years	Previous Year
Input the corresponding year →			
Fatalities			
Total number of cases with days away from work			
Total number of days away from work			
Total number of recordable cases			
Average number of employees			
Total hours worked by all employees			
Please provide a list of citations issued by OSHA or Cal/OSHA over the past three years if applicable.			
Inspection Number	Date	Standard Cited	Violation Type (serious, willful, repeat, other)



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IV. Safety Management System

	Yes	No
1. Is your company ISO 45001:2018 Certified?		
2. If based in CA and/or if applicable to your company, does your program meet Cal/OSHA Injury, Illness, and Prevention Program (IIPP) requirements?		
Note: Please provide a copy of your IIPP program or comparable safety guidelines in a PDF format via e-mail to safety@nassco.com or mail to General Dynamics NASSCO, Safety Department, P.O. Box 85278 M/S 27 San Diego, CA 92186 with this survey.		
3. Do you provide training to your workforce so they may perform their job tasks safely?		
4. Do you have employee involvement in your safety program?		

V. Hazard Communications Program – Safety Data Sheets (SDS)

If your company will be using chemicals, you are required to submit them via the [SDS Review Form](#). Follow the [MSDSonline - Quick Reference Guide \(Section 6\)](#) for submission instructions. Both are located on the Supplier Qualification Guidelines.

	Yes	No
1. Will you be using chemical products at our facility? If “NO” move on to next section.		
2. Where on the job site are the SDS maintained?		
3. Does your company have a documented Hazard Communication policy?		
4. Do you provide training on the hazards of the products used by your employees?		
5. Do you conduct periodic inspections for proper storage, labeling and usage of these products?		

VI. Accident/Incident Investigation and Analysis

All accidents that cause personal harm, equipment damage and/or failure of equipment being utilized (i.e. rigging strap failure) shall be reported to the NASSCO Safety Department.

	Yes	No
1. Does your company have a documented accident reporting and investigation procedure?		
2. Will you share lessons learned with NASSCO?		
3. Do you utilize root cause analysis when conducting accident investigations?		
4. Are accident/incident reports reviewed by managers/supervisors?		
5. Does your company investigate and document near-miss incidents?		
6. Are your company’s employees subject to post accident drug screening?		
7. Does your company have personnel trained in emergency first aid and CPR?		
8. Do you require an authorized individual to accompany injured employees to the medical provider?		
9. Does your company have a local designated physicians or clinics to which you send sick or injured employees?		
<ul style="list-style-type: none"> • If “YES”, specify where: 		
<ul style="list-style-type: none"> • Note: Sick or injured employees will be routed to the nearest emergency room as determined by emergency responders unless otherwise specified. 		



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VII. Hazard Analysis/Risk Assessment

Hazard identification, risk assessment and determining controls are critical for ensuring a safe work environment.

	Yes	No
1. Do you have a risk assessment / job safety analysis/ Standard Operating Procedures [SOP] in place for each critical task?		
2. Are these reviewed to ensure accuracy at regular intervals?		
3. Do workers participate in hazard analysis reviews?		
4. Do you conduct routine emergency drills?		
NOTE: NASSCO requires any task that cannot to be completed within the norms of NASSCO's SOPs a Job Safety Analysis be performed and signed off by NASSCO's Safety Department.		

VIII. Personal Protective Equipment

NASSCO requires all personnel to wear hardhats (ANSI Z89.1), earplugs, safety glasses (ANSI Z87.1) and all leather industrial protective toe cap footwear (ASTM F2413) with a defined heel at a minimum when working in production areas. Task specific PPE should be defined and worn according to policy.

	Yes	No
1. Do you require pre-use inspection of PPE?		
2. Do you provide required PPE at no charge to the employee?		
3. When applicable, does your company require hand protection? (29 CFR 1910.138)		
4. Does your company provide hand protection?		
5. When applicable, does your company require respiratory protection? 29 CFR 1910.134 & 1926.103)		
6. Does your company provide respiratory protection?		
7. When applicable, does your company require the use of personal fall arrest equipment? (29(CFR 1926.502, 104 &105)		
8. Does your company provide personal fall arrest equipment?		

IX. Types of work that require additional safety requirements

The following pertain to specific types of activities performed at the shipyard that have additional safety requirements. Check "Yes" or "No" based on the work you will be performing.

1. Will you be performing **repair** work on a US Naval Ship? Yes No
If "NO" move on to next section.

	Yes	No
1. Do your employees possess current 10 Hour Maritime Safety Cards? Submit copies with this form.		
2. Do you provide applicable training to your employees to NAVSEA Standards?		
3. Does your company have a written confined space program?		
4. Do you have a working over water policy?		
5. Do you have a lead, cadmium, chromium VI policy?		



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2. Hot Work? Yes No

If "NO" move on to next section.

	Yes	No
1. Does your company have a documented hot work procedure?		
2. Does your company utilize Port of San Diego Ship Repair Association standardized forms for hot work notices?		
3. Does your company hold and document fire watch training and annual refresher training?		
4. How does your company identify qualified fire watches on the job site?		
5. Does your company have a fire protection plan?		
6. Does your work require specialized welding PPE and provide these items to employees?		

3. Hazardous Material Disturbance? Yes No

If "NO" move on to next section.

Note: All asbestos sampling shall be coordinated with the NASSCO Safety Department. Asbestos containing materials shall not be removed or disrupted unless approved by NASSCO Safety and Environmental Departments.

	Yes	No
1. Does your company disturb / remove any paint coatings?		
2. Does your company have documented training for the proper use and hazards associated with sandblasting or painting?		
3. Does your company disturb / remove materials suspected of containing asbestos (cabling, insulation, tiles, etc.)?		
4. Does your company disturb/remove any cable systems that could contain asbestos?		
5. Does your company have a documented asbestos policy?		
6. Does your company have a heavy metals program?		

4. Systems That Require Lock Out / Tag Out Yes No

If "NO" move on to next section.

	Yes	No
If YES your employees must complete NASSCO Lockout/Tag out training utilizing training material provided. (See page 10)		
1. Have you submitted training roster?		
2. Are employees trained on TUMS and/or ESOMS?		
3. Are employees trained to recognize the presence of PCB and procedures to handle them when identified?		



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5. Rigging? Yes No

If "NO" move on to next section.

	Yes	No
1. Do your employees rig?		
2. Do they have proof of training available and/or certification on hand?		
3. Is rigging equipment inspected and tagged?		
• Annually		
• Prior to use		
4. Does each employee who will perform rigging duties have proof of training?		

6. Scaffolding? Yes No

If "NO" move on to next section

	Yes	No
1. Do you build scaffold?		
2. Do you have scaffold competent persons?		
3. Do they conduct daily inspections of scaffolding?		
4. Is the scaffold tagged / signed?		
5. Are wood components fire retardant?		
6. Do you use system scaffold?		
7. Do you use tube and coupler?		
8. Does each employee who will perform scaffolding duties have proof of training?		

7. Grit Blasting & Painting? Yes No

If "NO" move on to next section

	Yes	No
1. Are you QPI certified?		
2. Do you have current permits for pressure vessels?		
3. Do you supply grade D breathing air?		
4. Are painters trained to deal with paint injection injuries?		
5. Does each employee who will perform Grit Blasting & Painting duties have proof of training?		

8. Forklifts, Scissor Lifts & Boom Lifts? Yes No

If "NO" move on to next section

	Yes	No
1. Will you be using NASSCO owned equipment?		
Note: If yes you will be required to attend NASSCO Training.		
2. Do your employees possess valid licenses for use?		

9. Understand NASSCO Emergency Reporting Procedures (located in the Contractor and Third Party Safety Guidelines)? Yes No

	Yes	No
1. Has your team been trained on NASSCO's Emergency Reporting procedures?		
Note: Off-site reporting requirements are different than on-site reporting procedures		



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10. Agree to train employees on the NASSCO Workplace Violence Prevention and Reporting Procedures (located in the Contractor and Third Party Safety Guidelines)? Yes No

	Yes	No
1. Company agrees to train employees who work at NASSCO facilities on NASSCO's Workplace Violence Prevention and reporting procedures before employees begin working at these sites, and at least annually thereafter.		



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Acknowledgement

The Tier 3 Contractor company named below has received, read and will comply with the requirements of the “NASSCO Safety Policy Subcontractor Safety Guidelines”. Training on such requirements will be provided to every person prior to performing work on behalf of the company on any NASSCO job at any NASSCO job site (whether at the shipyard, on ships at NASSCO and Naval facilities, parking lots and waterfront locations, or any other NASSCO or non-NASSCO facility) and the company acknowledges a continuing obligation to provide NASSCO with an updated roster of all such persons reflecting such training prior to performance of work by any such person.

Any failure by company, its employees, or suppliers to strictly comply with the NASSCO Safety Policy Subcontractor Safety Guidelines constitutes a breach of the company’s obligations pursuant to the applicable contract to perform work for or on behalf of NASSCO and, in addition to other remedies, any such breach may result in NASSCO issuing a Corrective Action Request in accordance with NASSCO’s Safety or Quality Management System and SWRMC Instruction 4855. I acknowledge that the company must respond to such requests within 3 working days.

I certify that the information provided herein correctly and completely represents the nature and type of activities to be performed by the company and that all referenced programs and training shall be conducted in accordance with all applicable laws and regulations.

*Note: Signature must be wet signature or verified digital signature. Typed out signatures are not accepted.

Injury & Illness Prevention Program (IIPP) or comparable safety guidelines are attached.

Signed training roster attached.

Copies of 10 Hour OSHA Maritime cards if applicable.

Company: _____

Printed Name: _____

Signature: (Required) _____

Title: _____

Date: _____

Send completed form, training roster, and IIPP or comparable safety guidelines by e-mail, fax or mail to NASSCO Safety Department:

E-Mail: safety@nassco.com

Mail: PO BOX 85278 || Attn: Safety Department MS 27 || San Diego, CA 92186-5278

Approval (For NASSCO’s Use Only)



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- Contractor meets the requirements for working at NASSCO.
- Contractor does not meet the criteria for working at NASSCO for the following reasons:
- Approved for QSL only.

Auditor, Safety

Date

