

Dallas Site Specific Requests and Guidelines

Contractor Monitor Guidance Document

Note: This is not all encompassing
8/21/2024



Service Central Required Submittals

Submit and obtain authorizations prior to start of work [here](#)

- Confined Space
- Indoor Engine Use (non-electrical)
 - Contractor Vehicles/Equipment must be marked with company name and phone number prior to coming on site
 - This includes rented equipment being brought on site
- Powder Actuated Tools
- Soil Excavation/Disposal
- Use of Lockheed Martin Equipment
- Any Radiation Sources

Submittals through Service Central will automatically be sent to ESH. Authorizations will be given upon completed review of submitted request.

Activities Impacting Lockheed Operations

Contractors must communicate with their Contractor Monitor prior to the start of the following activities:

- Crane usage
- Delivery of parts, machinery, or lay down areas
- Coordinating movement of LM owned property
- Operations that could potentially impact Indoor Air Quality (i.e. cutting, dust generation, generators, ect.)
- Impacts to flow of traffic
- Impacts to building egress
- Impacts to fire suppression systems
- Use of powdered actuated tools
- Painting /Spraying operations
- Industrial waste generation and disposal

Hot Work

- Any work including: welding, grinding, cutting, brazing, torching, soldering and use of any type of open flame and spark producing equipment
- To obtain a hot work permit:
 - Contact Security at **972-603-7422**
 - Request a Hot Work Permit
 - Post the permit in the area
- Ensure all combustibles are removed within a 25 foot radius
- Ensure all fire extinguishers are within inspection dates and fully charged
- Gas cylinders may only be in close proximity when being used for the task
- Do not perform hot work in an area where the fire suppression is impaired unless prior approval has been obtained
 - Coordinate with contractor monitor and security
- Perform fire watch/monitoring for the duration of the work
- Ensure all hot work equipment (e.g. Fire Blankets) are in good condition and removed from service if damaged
- Immediately notify contractor monitor, LM ESH, and Security if any incidents occur
 - ESH: **972-603-1564**
 - Security: **972-603-7422**

Soil & Excavation

- CM and LM ESH prior to excavation will need to determine disposition of soil
- Due diligence form for disposal site does not need to be completed every time. Forms on file for the company must be within the last 3 years of the current day
- Access Environmental Media Disposal Form [HERE](#)

Soil Sampling Requirements:

Awareness prior to sampling soil:

- A representative sample shall be taken for every 50 cubic yards of area excavated
- Collect extra soil at initial sampling and keep on hand in the event further testing is needed
- Contractors **CANNOT** haul soil off site until sampling results have been approved by LM ESH. Ensure proper staging area for soil including but not limited to; proper covering and identification of contractor/project

Contractors will need to sample for:

- TCLP RCRA 8 metals
- TCLP TX metals (antimony, beryllium, nickel)
- TCLP volatiles
- TCLP semi volatiles
- Total TCE
- Total TPH
- RCI

Soil & Excavation Cont.

Soil Disposal Requirements:

Prior to soil disposal approval, LM ESH needs to know :

1. Where the contractor plans to send the soil for disposal
2. Whose name will the soil be under for disposal (LM? Contractor?)
3. The estimated total quantity of soil being disposed of
4. What days they plan to haul the soil off site

After approved for disposal:

5. LM ESH will need to have the trip ticket sent to them and/or the weight of the soil from the scale at the landfill

Concrete Disposal Requirements:

Prior to concrete being disposed of, LM ESH needs to know :

1. Where the contractor plans to send the concrete for disposal
2. Whose name will the concrete be under for disposal (LM? Contractor?)
3. The estimated total quantity of concrete being disposed
4. What days they plan to haul the concrete off site

Spills/Environmental Release

- In the even of spill / release:
 - Contractor must immediately contain and clean up spills/leaks
 - Contact Contract Monitor, LM ESH and Security
- CM and Contractor coordinate with LM ESH for proper disposal of spill clean up materials
- Contractors shall provide adequate containment in case of leaks
 - Chemicals, oils, hydraulic fluids etc.
 - Contractors shall provide spill clean up materials in the event of a spill
- Waste water discharges shall be authorized in advance by LM ESH
 - CM request discharge via email to LM ESH
 - LM ESH will review and provide approval or rejection
 - Chemicals and paint under **NO** circumstances can be emptied into the vehicle truck wash

Energized Work/Lock-Out Tag-Out

- Contractor shall provide proof of training upon request
- All electrical work performed in corridors, aisles or any other areas accessible to LM employees shall be barricaded such that anyone outside the barricades is protected from the hazard
- Electrical equipment must be rated and approved for the hazardous classified locations in which it is being used
- Where it is not possible to lockout/tagout a given system, the contractor shall notify LM and identify a safe method for safeguarding
- LM Contract Monitor shall notify LM ESH of all LOTO activities (i.e. cranes, breaker boxes, machines, etc.)
 - Coordinate with CM roles and responsibilities for LOTO Activities
 - Contractors will need to provide their own locks/tags
 - Coordinate with CM if LM Maintenance locks/tags are needed
- Contractor shall place their own locks and tags on energy isolating devices that are compliant with OSHA and any site specific requirements

Fall Protection

The Contractor Shall:

- Follow all applicable OSHA standards regarding fall protection/prevention
- Evaluate work performed for fall hazards and implement effective control measures to reduce the risk of falls
- Effectively mitigate hazards associated with falling objects and follow all applicable OSHA standards
- Fall protection is required if you are working within 6ft of a leading edge
- Provide fall protection related documentation to LM MFC upon request
- Follow any site-specific fall prevention/protection requirements
 - Personal Fall Arrest System (PFAS) while performing work in scissor lifts
- Fire Protection System Impairments

Air Permitting/Refrigeration

Air Permitting

- Contractor shall coordinate any regulator notifications and/or permits with LM MFC
 - Contractor needs to coordinate with CM
 - CM brings to LM ESH for review and/or approval
 - Activities impacting air permit include: sandblasting and engines greater than 37KWe (50 horsepower)
- No generators greater than 37KWe (50 horsepower) shall be used on site without prior approval from LM ESH

Refrigerants-Ozone Depleting Substances (ODS)

- Refrigerants must not be vented to the atmosphere
- All refrigerants shall be recovered using an EPA certified recovery unit
- All refrigerant leaks shall be repaired and integrity verified in accordance with 40CFR82—Protection of Stratospheric Ozone
- Written documentation of leak repair efforts and follow-up verifications shall be provided to LM MFC for all units greater than 50lbs of CFC charge onto MFC-0827 Refrigerant Service Order or equivalent refrigeration service order form
 - [CFP 1-2-277 Refrigeration System Management](#)
 - Form upon completion must be returned to LM ESH
 - Form can be found in 1-2-277
- Disposal of refrigerant containing machinery/equipment must have MFC-0828 Environmental Disposal Tag attached
 - CM contact LM ESH for tag prior to disposal
- All personnel performing refrigeration system installation, maintenance, and disposal shall provide a copy of their EPA refrigeration certification card to LM MFC upon request

Chemical Use and Disposal

- Submit Safety Data Sheets (SDS) for all chemicals / hazardous materials to be used to LM MFC via Facilities Contract Monitor prior to bringing chemicals / hazardous materials on site
- Chemicals / hazardous materials include, but are not limited to, adhesives, solvents, acids, caustics, paints, floor covering, coating, cleaners, detergents, flammable and combustible liquids and insulation
- Chemicals / hazardous materials will not be permitted on site without prior approval from LM ESH
- Label containers in a manner compliant with the OSHA HAZCOM standard
- Failure to have chemicals / hazardous materials approved prior to bringing them on site may result in a work stop
- Generation of industrial waste (solid or liquid) shall be coordinated with LM ESH prior to generating the waste
- The Contractor shall make arrangements with LM ESH for the characterization, handling, storage and disposal of all industrial waste generated by the project/activity
 - Prior to start of work, potential waste streams must be identified
 - Contractors will provide roll offs and/or dumpsters as needed for project
 - LM ESH will provide containers ≤55 Gal for industrial waste
- No industrial waste generated on property may be disposed of by the Contractor without prior LM ESH approval

Asbestos

- LM MFC facilities shall notify contractors of areas where asbestos or asbestos containing materials may be present prior to the start of work
- Contractors shall immediately report to CM and LM ESH any discovery, disturbance, and/or spill or release of Asbestos Containing Material (ACM) and/or Potential Asbestos-Containing Material (PACM)
- Contractors are to cease ALL operations in immediate area of the suspect ACM or PACM and demarcate the area as governed by 29CFR 1926.1101
- The approval of LM MFC contractor monitor and LM ESH is required prior to resuming operations
- If project is generating ACM, ensure there is enough room in the Asbestos roll off for the ACM. If the roll off needs to be emptied contact LM ESH and Maintenance