

CONTRACTOR SITE SPECIFIC ESH REQUIREMENTS
MISSILES AND FIRE CONTROL
OCALA OPERATIONS
ENVIRONMENTAL SAFETY AND HEALTH



MFC Ocala Site-Specific Environmental, Safety and Health Contractor Requirements

This manual applies to the Lockheed Martin Missiles and Fire Control Ocala location only.

This publication is a digest of basic applicable site-specific ESH requirements. Any discrepancy between this publication and regulatory requirements shall be resolved by using the most stringent requirement.

This safety manual provides general guidance and does not address every possible situation that may arise. Personnel must always consult and comply with all applicable safety regulations, standards, and site-specific procedures relevant to the specific type of work being performed.

**The copy applicable to contractors will be
the version current at the time of their
contract issuance.**

Emergency Contact Information

Ocala, FL

ESH Contacts

(352) 687 - Ext

Environmental, Safety and Health – General Information..... Ext. 6599

Security Contacts

Security Dispatch.....Ext. 5204

Medical Contacts

Medical/Wellness Center.....Ext. 5165

Facilities Maintenance

Facilities Maintenance Ext. 5542

NOTE: A copy of this Contractor Site-specific ESH Requirements Manual shall be available on-site for reference and review during the course of the project.

LMMFC Contractor

Monitor: _____

Mobile No.: _____

Office No.: _____



ENVIRONMENT
SAFETY | HEALTH



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Introduction

Applicability

This manual applies to any organization or individual (Contractor) and its subcontractors, engaged by Lockheed Martin through written agreement to perform work at Lockheed Martin Ocala Operations.

ESH Policy Statement

Lockheed Martin Missiles and Fire Control (LMMFC) is ISO 14001 and 45001 certified, committed to mission success, with a proactive, predictive, and preventive strategy to enable program performance excellence.

Controlled Forms

For all controlled Lockheed Martin forms referenced in this document, contact your local contract monitor.

Emergencies and Security

General Evacuation

You may be asked to participate in an evacuation drill in preparation for an actual emergency. When the fire alarm or another method of emergency notification sounds or you are notified by the LMMFC Contractor Monitor, you and your employees should:

- Stop all work, shut off electrical equipment and machines, exit the building and contact your supervisor for accountability.
- **DO NOT** re-enter the facility until instructed to do so by Lockheed Martin Security, your Contract Monitor or the Ocala ESH Office.
- Once outside the building, your employees and subcontractors should stay at least 200 feet away from the building, unless directed to a further distance.

Medical Emergencies

Contractor(s) who perform the following activities shall have an on-site person trained in first aid. Activities include work with high voltage or potentially energized equipment, confined space entry, fall protection, trenching, and excavation. In the event of an injury, while on LMMFC property, contract employees shall:

- Contact Security/911 (after hours)
- Maintain first aid kit onsite and perform first aid, when applicable, to stabilize the employee
- Report the incident/ injury to the applicable Contract Monitor

General Information

- Contractors will complete the ***Contractor ESH Site-specific Requirements & Orientation***, Appendix B of this manual. Provide the completed form to the Contractor Monitor and maintain a copy of this manual and the completed form at the worksite.
- Identify an on-site contractor safety representative and provide contact information, for that individual, to the applicable Contractor Monitor and Ocala Environmental, Safety, and Health (ESH) prior to contract start.
- Schedule a meeting with ESH to review site ESH requirements and compliance requirements.

Contractor Safety Inspections

- Contractors shall document all safety discrepancies, identified by Ocala ESH or the contractor internal audit process, take action to correct the discrepancies, and document implemented corrective actions.

Environmental

Equipment Decontamination

Prior to disposition, all surplus equipment, containing potentially hazardous material, will be decontaminated in accordance with (IAW) established Lockheed Martin procedures. Once decontamination is complete, a Decontamination Tag and/or an Environmental Disposal Tag (MFC-0816) will be affixed to the equipment. Ocala contractors should contact the applicable Contract Monitor or Ocala ESH for assistance.

Soil Disturbances

All activities that disturb the existing condition of the soil (e.g., trenching, directional boring, drilling, excavations) and/or the alteration or creation of a swale drainage system, shall be reviewed and authorized by the Ocala ESH Office prior to commencement of activities.

- Contractors shall coordinate any regulatory notifications and/or permits with the applicable Contract Monitor and Ocala ESH.
- When possible, coordinate soil testing prior to work.
- Excavated, contaminated soil shall be contained (placed on top of plastic/visqueen or inside lined dumpsters) and covered with plastic/visqueen for reuse or proper disposal pending a determination made by the Ocala ESH Office.
- All clean fill material (soil, stone, other media) brought onsite shall be reviewed and authorized by the Ocala ESH Office prior to commencement of activities. For any clean soils or media brought to the facility from off-site, the Contractor shall supply a "clean fill certification" for approval prior to delivery and land application. In lieu of a "clean fill certification", contractors shall coordinate any fill material sampling or borrow pit assessments with Ocala ESH.
- Once the fill material is brought onsite, follow the applicable sediment and erosion control plan for material pile storage.
- With ESH approval, small quantities of soil can be placed in an on-site designated area (10 cubic yards or less).

Waste: Hazardous, Sanitary and Solid

Hazardous Waste

Any generation of hazardous waste (solid or liquid) shall be coordinated with the ESH Office prior to generating the waste. The proper non-hazardous or hazardous waste label shall be properly completed and affixed to the container. Storage, labeling and handling of hazardous waste shall meet state and federal requirements.

- Handle generated hazardous waste in accordance with site procedures and applicable regulatory standards.
- Properly dispose of electrolyte solution from lead-acid batteries. **DO NOT** dump electrolyte solution onto the ground, into storm drains or sanitary sewers.

Solid and Sanitary Waste

- Prevent contamination of the site and other areas when handling and disposing of waste. Upon completion of all construction activities, leave the areas clean and organized. Control and properly dispose of waste.
- Dispose of rubbish and debris in accordance with LMMFC site requirements. Contact the LMMFC Contractor Monitor for site specific requirements.
- Place waste in approved containers and move to a pick-up point or disposal area where directed.
- Contact the LMMFC Contractor Monitor for more information and direction on any of these items.

Storm Water Pollution Prevention Plan

- All contractors conducting construction activities from which run-off goes into or adjacent to any surface water in the state shall comply with Construction Generic Permit (CGP). A CGP is required for discharges from construction activities that are:



CONTRACTOR SITE-SPECIFIC ESH REQUIREMENTS

- If a permit is required, contractors and/or subcontractors are required to comply with all aspects of the construction generic permit.
- Approval is required from LMMFC ESH before any equipment will be permitted to cross live streams or stormwater conveyance systems or swales.
- The Contractor shall protect existing trees which are to remain, and which may be injured, bruised, defaced, or otherwise damaged by construction operations.

Safety and Health

Health and Safety Plan (HASP)

A documented Health and Safety Plan (HASP) may be requested by LMMFC ESH anytime the Contractor will be involved in high-risk work activities to include, but not limited to: roofing, demolition, asbestos, lead and mold abatements, environmental remediation, spill response and clean-up, confined space entry operations, trenching and excavations, work with high voltage or potentially energized equipment, control of hazardous energy, cranes, work at heights, overhead work, disabling fire-protection or critical equipment, work with ordnance/explosives, quick-acting acutely toxic materials/chemicals and any other activities that pose a significant risk and impact to the environment or to the health and safety of personnel. When requested, the HASP shall be provided within 24 hours of the request. A HASP shall provide the following:

- Emergency response plans, points of contact and telephone numbers;
- Identification of high-risk work accompanied by a detailed work plan as defined in the Pre-Task Plan (PTP) section of this manual;
- Hazardous materials/chemicals listing;
- Waste disposition information; and
- The methods for assuring Contractor and subcontractor compliance with regulatory requirements.

Copies of Contractor Health and Safety Plans shall be retained on-site, provided to the LM Contractor Monitor once reviewed by the LM ESH Office.

Pre-Task Planning

All contractors and its subcontractors engaged in the following activities, e.g., asbestos removal or remediation, lead and mold abatements, environmental remediation, confined space entry operations, trenching and excavations in excess of 4ft, work with high voltage or potentially energized equipment, control of hazardous energy, cranes, work at heights, work with ordnance/explosives, quick-acting acutely toxic materials/chemicals and any other activities that pose a significant risk and impact to the environment or to the health and safety of personnel shall develop a written Pre-Task Plan (PTP) prior to commencing work activities.

Contractors are encouraged to develop Pre-Task Plans for all construction activities in addition to these listed above.

The PTP shall include at a minimum the following:

- Company Name,
- Date work will be performed,
- Designated safety person and/or competent person,
- Job Steps in sequential order, hazards of the job steps, and hazard controls,
- Identify equipment required (Type of PPE, powered equipment, etc.),
- Supporting Documentation – e.g., crane and helicopter lift plans, confined space entry and rescue plans, fall prevention and protection plan, excavation and trenching plan, demolition plan, etc.
- An Identification of each crew member's roles and responsibilities for the task prior to starting work.
- Communicate PTP to affected parties and/or crews.
- Post the PTP at the work location for the crew to review and update throughout the day.

If conditions change, stop the work, assess, and update the PTP. Prior to restarting work, the crew and the designated supervisor/foreman shall initial the PTP.

Asbestos

- The air exhausting point for the containment shall not exhaust or discharge inside the building or occupied spaces unless authorized by the LM ESH representative.
- All work shall be completed in a way that will not expose LM employees to asbestos.
- The air sampling and applicable training must always be attached to the project report sent to LM from the contractor performing the asbestos abatement
- The contractor must complete a courtesy notice to the State for non-friable work and the contract monitor will have a letter from ESH stating the PO# when the contractor signs the courtesy notice on behalf of LM.
- If actual notice is required for friable material or distance being renovated then the contractor must print a hard copy for LM to sign and send to the State.

Silica/Concrete Cutting

- Dry grinding **shall not** be performed unless it is expressly permitted and approved by ESH.
- Any activity that generates dust or debris shall be captured and contained.
- Any time there is a potential for disturbance of silica containing materials, the contractor shall use tools equipped with an integrated water delivery system that continuously feeds water to the tool cutting surface. The contractor shall employ an integrated water spray mechanism to include, but not limited to, low-flow water spray systems; shroud/cowling with dust collectors equipped with a High Efficiency Particulate Air (HEPA filtering media with 99% or greater efficiency and a filter-cleaning mechanism) or any other mechanism conforming to regulatory standards or requirements established for respirable crystalline silica.
- **DO NOT** unnecessarily shake bags of cement, concrete mortar, or plaster.
- Only wet cutting will be permitted for cutting or grinding concrete blocks, concrete and bituminous concrete in accordance with 29CFR 1926.1153-Respirable crystalline silica standard.
- Dry power brooming will not be permitted. Instead, use vacuuming, wet mopping, wet sweeping or wet power brooming.

Compressed Gas Cylinders

- **DO NOT** allow employees to use compressed air for cleaning themselves or their clothing. Compressed air shall not be used for cleaning unless effective safeguards are implemented to protect LM equipment and/or personnel.
- Compressed gas cylinders shall be secured in an upright position, no less than a 45-degree angle from vertical, at all times except if necessary, for short periods of time while cylinders are actually being hoisted or carried. Small refrigerant and propane tanks may be stored horizontally within purpose built racks.
- Cylinders shall be transported safely. Cylinders shall not be rolled, slid, or dragged for any distance. Valve-protection caps shall not be used for lifting cylinders.
- Empty cylinders shall be marked "MT" or marked empty with a label, tag, or a substance (e.g., chalk, tape, etc.).

Confined Space Entry

The Contractor shall complete a Confined Space Access Request For Contractor Work and Documentation form (MFC-0332) in conjunction with a PTP as referenced in the Safety and Health section of this manual. The completed forms shall be submitted to the ESH Office for review and authorization to proceed. These forms can also be obtained from the LMMFC ESH Office or LMMFC Contractor Monitor.



All confined space entries will subject to inspection by the LMMFC ESH Office and LMMFC Contractor Monitor.

Cranes and Hoisting Operations

All Contractor crane operations including, but not limited to articulating cranes, knuckle-boom cranes, crawler cranes, mobile cranes, commercial truck-mounted, boom truck cranes, helicopter crane, etc., shall be coordinated with the LMMFC Contractor Monitor and Lift Plan submitted to the ESH Office for review prior to proceeding with lift.

Where a lift plan is required, submit it to the LMMFC ESH Office for review prior to the commencement of lifting activities.

Lift plan shall include as a minimum:

- Make and model of the crane
- Operator's certifications
- Rigger qualification
- Signalmen qualification
- Crane annual Inspection
- Rigging, wire ropes capacity certificates, and inspection reports for all lifting equipment
- Crane load charts
 - Boom and/or jib, (if applicable) length in feet
 - Crane rotation capacity (e.g., 360°)
 - Load radius in feet
 - Boom angle at pick (in degrees)
 - Boom angle at set (in degrees)
 - Required counterweights
 - Crane capacity for configuration
- Crane setup, staging area and boom length impact radius map
- Rigging/Lifting Sketch
- Load technical specifications data
- Certificate of insurance, if required
- Pre-Task Plan (PTP)
- Copy of a pre-lift checklist
- Vehicle and pedestrian traffic control

Request to deviate from the lift plan requirement shall be communicated to Ocala ESH.

Electrical Safety

Any electrical work to be performed on LMMFC premises shall meet the following criteria:

- The LMMFC Contractor Monitor, Facilities resident Electrical Engineer and Security shall be informed prior to performing substation preventive maintenance. For planned outages, contact the LMMFC Contractor Monitor or refer to the utility shut down section of this manual.
- With the exception of Square-D I-Line panels, no energized electrical work is permitted without prior authorization from LM Contract Monitor.
- Only electrically qualified person(s) allowed within the Limited Approach Boundary on MFC premises. Contractor will set appropriate barriers for limited approach boundaries, where applicable.
- All electrically qualified person(s) involved with electrical work shall have NFPA 70E training certification available upon request.
- An Energized Electrical Work Permit (MFC-0394) shall be completed before live electrical work greater than 50V begins (**does not apply to troubleshooting**). The permit shall be signed by the contract monitor and posted at the site. Once work is completed, forward a copy of the completed permit to site ESH.
- Ensure all employees are donning arc flash PPE appropriate to the job.

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- Energized electrical work greater than 50V requires an electrical safety briefing. The Energized Electrical Work Briefing and Planning Checklist (ESHF090) shall be used along with the buddy system.
- Extension cords shall:
 - Be three-pronged grounded cords maintained in good condition with no splices or damage.
 - Be placed to prevent tripping hazards in traffic areas and to be protected from damage.
 - All extension cords will be equipped with Ground Fault Circuit Interrupting (GFCI) adapter.
 - Be of adequate length and not be plugged into another extension cord or power strip (i.e., daisy chained).
- The Contractor is responsible for developing and implementing their own effective Lockout/ tagout program that complies with Occupational Safety and Health Administration (OSHA) 29CFR1910.147, “The Control of Hazardous Energy (Lockout/Tagout)”, and National Fire Protection Association (NFPA) 70E. Upon request from Lockheed Martin, the contractor will provide a copy of the written program.
- During group servicing and/or maintenance one designated authorized employee will be responsible for proper lockout of the equipment/system and all other authorized employees involved.
- When group servicing and/or maintenance is required, the contractor will follow an effective procedure that complies with OSHA 29CFR1910.147 and ensures that each authorized employee affixes their personal lockout device to a group lockout device while working on the equipment/system.

Fall Protection

Contractors and their subcontractors performing construction work such as new construction, alteration, and/or repair, including painting and decorating on LMMFC premises shall evaluate fall hazards (including any hazards or risks related to the use of MEWPs) and ensure contractors and subcontractors comply with all fall protection requirements.

Contractors will provide fall protection plan (including rescue plan) for all work involving identified fall hazards to ESH prior to beginning work.

Contractors will provide Fall Protection related training records of employees and their subcontractor’s employees to ESH/LM contract monitor upon request.

Training records will consist of, minimally, employee name, training topic(s) {i.e., Fall Protection, Aerial Lift, Competent Person, etc.}, and training date.

Contractors will provide all necessary fall protection equipment and devices for individuals exposed to fall hazards not permanently attached to LM buildings or property.

Contractor shall **NOT**:

- Use “Body Belts” on LMMFC premises.
- Perform construction work 6-feet above the next lower surface or 4-feet when performing maintenance work **UNLESS** 100% fall protection is achieved.
- Use safety monitoring systems as defined by OSHA unless written authorization is obtained from ESH prior to beginning work. ESH acceptance is contingent on the following:
 - There is no other fall protection system that can be used to complete the work and;
 - A written risk assessment has been performed that effectively manages the increased risk associated with safety monitoring systems.

Fire Sprinkler Impairment

Any Contractor involved in modification and/or impairment of the facility Fire Suppression System shall notify the LMMFC Contractor Monitor prior to Fire Sprinkler Impairment.



Flammable, Combustible and Toxic Materials

- All chemicals shall be approved by ESH prior to bringing them on site. Flammable materials shall be safely stored. Notify the LMMFC Contractor Monitor of the locations where flammable materials are stored.
- Every effort will be made to use the safest product with the lowest flammability range.
- The Contractor will be provided with a safe storage area outside of the building(s). This area will comply with all applicable codes for flammable materials and shall have adequate secondary containment.
- Metal flammable liquid containers shall have the perforated metal screen (flash arrestor) in place.
- **GHS SYMBOLS** will be used for signage and chemical labeling.

Hazard Communication/ Safety Data Sheets (SDS)

Under The Hazard Communication Standard, each Contractor and/or Vendor will have a Safety Data Sheet (SDS) for chemicals and/ or materials to which employees may be exposed. Contractors and/or vendors with employee's working on Lockheed Martin premises shall:

- Submit SDSs to the Ocala ESH Office prior to bringing a chemical on-site.
- If the material has not been reviewed and approved by the ESH office, the contractor will not bring the products/ material on Lockheed Martin property until approval has been provided.
- Contractors are responsible for ensuring that all of their employees and subcontractors who work with hazardous material have received Hazard Communication training. Proof of training shall be made available upon request from Lockheed Martin.

Hot Work

All contractors involved in welding, grinding, cutting, torching, brazing, soldering work and use of any type of open flame and spark-producing equipment shall:

- Obtain a Hot Work Permit from the Facilities, Maintenance or ESH Departments prior to commencing the assigned work.
- **POST HOT WORK** permits in the work area.
- Remove all flammables and combustibles a safe distance away from where the work will be performed in accordance with the site's Hot Work Permit process (LMMFC Hot Work Permit, MFC-0110) and ensure that there are no openings in walls or floors where sparks or slag could fall and ignite combustibles.
- Explosive magazines shall be covered with fire resistant sheeting or blankets prior to beginning hot work if potentially exposed to sparks or flames.
- Monitor the work area for at least one hour following completion of the hot work and when complete, sign and date in the Name and Date fields located on the Hot Work Permit.
- Return the completed permit upon completion of the task. Contact your site's LMMFC Contractor Monitor for guidance.

Housekeeping and Material Storage

- Outside storage of chemicals is prohibited unless adequate secondary containment is used, and chemicals are protected from contact with precipitation.
- Always keep dust down during work performance. Sprinkle or treat the soil with dust suppressants at the construction site, haul roads and other areas disturbed by operations.
- Dry power brooming will not be permitted. Instead, use vacuuming, wet mopping, wet sweeping or wet power brooming.
- Construction materials shall be transported and stored so as to protect them from inclement weather.
- Ensure all chemical containers must be covered or sealed when left unattended or not in use.

Indoor Air Quality

Each Contractor shall perform work in a manner that will minimize and control the production and migration of chemical vapors, gases, dust, and dirt into adjacent areas. Work that may negatively affect indoor air quality (IAQ) shall be adequately ventilated and shall have the prior approval of the LM ESH Office.

Any identified or suspected microbial growth observed in/on LM buildings or property shall be reported to the ESH Office for assessment and possible remediation. Contractors shall not disturb the observed growth until an IAQ assessment of the area has been completed.

Radiation

Any Contractor suspected of being exposed to laser operations shall seek medical attention and report the exposure to their LM Contractor Monitor who will pass the information onto LM Security and the local ESH Office.

Powder Actuated Tools

The Contractor shall:

- Notify the Lockheed Martin Contract Monitor and ESH Office prior to work commencement if powder actuated tools will be used on the Lockheed Martin premises.
- NOT load tool until immediately before use.
- NOT leave loaded tools or powder loads unattended.
- Meet the tool design requirements in American National Standard Institute (ANSI) regulations.
- Immediately submerge misfired, defective, and spent powder-actuated cartridges in water until disposal.

Use of Lockheed Martin Equipment

The use of LM equipment such as ladders, aerial work platforms, cranes, hoisting equipment, rigging attachments, forklifts, tools, etc., by a Contractor is prohibited. Where necessary to use LMMFC equipment, request shall be made in writing to the LMMFC Contractor Monitor.

This authorization is provided using the Third-Party User Loaned Tool/Equipment Indemnity Agreement (ESHF112). The Contractor is responsible for completing the agreement and submitting to the LM Ocala Contractor Monitor or ESH Office or as defined in the Contractor contractual and legal obligation to LMMFC.

Equipment Safeguards (Green Tags)

This procedure applies to newly installed, modified, relocated equipment, or dispositioned equipment (excluding simple plug-in equipment such as printers, computers, hand-held power tools, and other office machines) that is operated or energized by an employee and includes equipment that requires securing, load testing, utility hook-up, grounding, ventilation, fire protection, and/or for which there are laws or regulations for its installation and safe operation.

This process is required:

- Prior to relocation of equipment or arrival at final destination or
- Upon delivery acceptance/removal of new equipment from the shipping container and/or full assembly at its final destination.

NOTE:

- The Warning – Green Tag shall **ONLY** be removed by ESH upon completion of start-up checks.
- The equipment **SHALL NOT** be placed into operation for production prior to removal of the Tag.
- It is acceptable for the equipment Original Equipment Manufacturer (OEM)/installing Contractor to power on and operate the equipment for set-up purposes.

Painting and Spray Painting

Prior to painting activities, the Contractor shall coordinate with the Lockheed Martin Contract Monitor to prevent disrupting to facility operations. The following safety precautions shall apply:

- If painting is to be conducted on a roof, ensure proper safeguards are in place to prevent the intake of vapors/ spray into ventilation systems.
- If painting in a confined space, evaluate the area for hazards and follow confined space entry requirements.



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- Ensure that all paint containers are properly stored, and paint-related wastes are properly disposed.
- DO NOT leave any open paint containers unattended.
- The use of adhesives, paints or other odor emitting products, regardless of their SDS approval for use on-site, are not to be used during normal working hours or in any occupied areas unless approved by the designated Contract Monitor or the ESH office.

DO NOT “air dry” or cure any residual paint remaining inside the containers. Every effort shall be made to ensure used paint containers are completely empty. Lockheed Martin ESH will be responsible for the disposal of empty paint containers and paint related debris.

Paint Containing Lead

Contractors will not perform work that involves disturbing painted surfaces containing lead unless certified/qualified and specifically contracted to perform such work.

All painted surfaces shall be assumed to contain lead or other hazardous metals until confirmed by the LMMFC Contractor Monitor they do not.

- Prior to performing construction or disturbing paints and/or undercoating on steel structures or any other substrate potentially known to contain lead, immediately contact the designated LMMFC Contractor Monitor and the LMMFC ESH Office to determine the presence of lead.
- If potential lead-based paint is observed during construction activities, stop the job, secure the area, and provide proper warning signs and barricades to keep employees from entering areas until the areas are properly assessed, abated, and cleared by the LMMFC Contractor Monitor and/or the ESH Office.

Personal Protective Equipment

The Contractor shall be responsible for providing Personal Protective Equipment (PPE) and ensuring that employees wear the supplied PPE (e.g., head protection, eye protection, face protection, hand protection, hearing protection, foot protection, respiratory protection, fall protection, etc.) for hazards associated with the work being performed.

- Tinted safety glasses are not permitted in indoor areas for the purpose of eye protection as they are **ONLY** suitable for outdoor work.

Portable/Fixed Ladders

All ladders shall be selected based on the nature of the work, the load, and the height to be reached.

The Contractor shall **NOT**:

- Use wooden ladders on LMMFC premises unless permission is granted by the LMMFC ESH Office.
- Use a ladder if the manufacturer’s identification, rated capacity, and warning labels are missing or illegible.
- Construct job-made ladders unless approved by the LMMFC ESH Office.

Roofing Operations

Contractors and their subcontractors performing roofing operations such as new roof construction, alteration and/or repair on LM premises shall comply with the fall protection requirements section of this manual. In addition to the safety requirements referenced above, the Contractor shall comply with the following:

- Prior to demolition, ensure the LMMFC Contractor Monitor confirms that all roofing material to be disturbed or removed is free of asbestos.
- Obtain a daily Hot Work Permit prior to torching, welding, heating, cutting, brazing, and soldering or the use of any type of open flame or spark-producing equipment on LMMFC premises unless a written deviation is granted by the local LMMFC ESH Office. Refer to the Hot Work section of this manual for more details.
- **DO NOT** disturb or dispose of asbestos containing material without ESH approval.

If in doubt, the LMMFC Contractor Monitor should contact ESH.

Excavation and Trenching

The Contractor shall ensure all excavation safety rules are followed.

Before performing excavation work deeper than 4ft, on the property, the Contractor shall:

- Complete a PTP as referenced in the Safety and Health section of this manual.
- Environmental permits may be required prior to the work start date. Environmental sampling may be required prior to soil disposal. Soil piles shall not be removed from site without LMMFC approval. Contact the LMMFC ESH Office for specific requirements.

Vehicle Operations and Powered Industrial Trucks

Gasoline, diesel, and liquefied petroleum (LP) gas-powered internal combustion engines shall not be used inside any LMMFC building unless approval is obtained from LMMFC ESH. Such equipment includes, but is not limited to, powered industrial trucks (PITs/Forklifts), cranes, earthmoving equipment, pressure washers, concrete saws, generators, and any other equipment having a gas-powered/combustion engine.

- In the event that a Contractor requires the use of a non-electric-powered piece of equipment inside a LMMFC building, the Contractor shall submit a written plan to include the following:
 - Work to be performed
 - Duration of time anticipated to be inside of the building
 - Mitigating controls utilized to maintain a safe work environment/area
 - Equipment to be used
 - Other additional environmental hazards
 - Identification of methods of ventilation
- Inspect LP cylinder for requalification date. Each cylinder must be requalified for continued use when 12 years have elapsed from the original cylinder test date. External visual inspection is required for an additional 5-year requalification period.
- Any LP cylinder that does not meet Department of Transportation inspection requirements shall be tagged “Do Not Use” and removed from LMMFC property.
- Slings, cables, or chains attached to the forks to lift materials or objects are prohibited unless approved by the equipment manufacturer and listed on the data plate.

Warning Signs and Barricades

Major construction projects/ activities are defined as the project scope including at least one of the following:

- A requirement to obtain new, modification, amendment, or change to a regulatory issued federal, state, or local permit (e.g., air, water, soil, etc.)
- New construction or demolition of a facility, structure, or prepared area for the purposes of LM operations, LM customer, or internal LM program testing (e.g., new building, test stand, vehicle test track, etc.)
- Major structural or interior renovation, or substantial addition to an existing building, structure, or prepared area.
- Construction activity that requires an Environmental Impact Study or other regulatory oversight pre-inspection.
- Working being conducted in or near a high risk operation, regardless of location including:
 - Excavations deeper than 5 feet
 - Confined space entry
 - Crane operations
 - Using or disturbing existing asbestos or lead-based material
 - Construction work at heights 6 feet or greater and/or maintenance work at height 4 feet or greater. Excludes ladder work
 - Work involving steel erection



CONTRACTOR SITE-SPECIFIC ESH REQUIREMENTS

- Work requiring an Energized Electrical Work Permit
- Electrical service or repair work greater than 600V
- Installing or using items that contain radioactive material
- Work Affecting or impacting air, ground, or water environmental requirements (e.g., dewatering, disturbing/removing soil, generator use etc.)
- Process safety management – regulated processes
- Other activities as defined by ESH

During major construction projects/ activities the Contractor shall erect and properly maintain necessary safeguards to protect Contractor personnel, LMMFC employees and the general public from unauthorized entry to designated construction areas. Isolate work areas from LMMFC operations and employees by using warning tape, barricades or any another effective means.

- Signage shall include but not limited to notices, general safety signs (PPE requirements), admittance rules and any other alerting and informational sign in accordance with OSHA and ANSI standards.
- At a minimum, worksite signage requirements shall include the following:
 - Contractor Name,
 - Project Name,
 - Project Number,
 - Contractor Superintendent Name,
 - Contractor Safety Officer Name,
 - LMMFC Contractor Monitor/PM Name,
 - PPE Requirements (Site Specific),
 - Emergency Contact Information, and
 - Any other Company Specific Site Safety Rules as applicable.
- In addition, a detour route shall be pre-selected and marked appropriately. Floor and wall openings shall be guarded by substantial barriers, railings, netting, fences, guardrails, steel plates and covering material to prevent slip, trips, and falls.

Working with Refrigeration

- EPA regulations (40 CFR Part 82, Subpart F) under Section 608 of the Clean Air Act require that technicians who maintain, service, repair, or dispose of equipment that could release refrigerants into the atmosphere must be certified.
- All refrigeration system technicians shall have applicable Environmental Protection Agency (EPA)-approved certifications available upon request.
- Refrigerants other than motor vehicle cans <2lbs, shall be purchased by a Section 608 certified technician.
- Submit New Appliance Form (MFC-1235) with copy of technician's EPA credentials/certification to ESH upon installation of new equipment.
- Apply Environmental Disposal Tag (MFC-0828) to equipment and forward copy of tag to ESH prior to disposal/removal from LM Property
- Submit records for any activities related to leak detection/confirmation, charging, refrigerant conversion, upgrades, maintenance, refrigerant release/discharge/recovery or unit disposal to ESH.
 - Records shall include appliance location and identification, work performed, person performing work, description of activities, refrigerant(s) involved, quantities added/recovered/replaced/discharged/released, and date(s) of service.
- No person maintaining, servicing, repairing, or disposing of an appliance or industrial process refrigeration may knowingly vent or otherwise release into the environment any refrigerant.

APPENDIX A - Terms and Definitions

Approved Substitute	A substance listed under the EPA's Significant New Alternative Program (SNAP) as a replacement for a class I or Class II Ozone Depleting Substances (ODS).
Buyer	Lockheed Martin Missiles and Fire Control Company (LMMFC). Any reference to "Buyer" shall include its duly appointed representatives i.e., Contractor Monitor.
Chemical Waste	This includes, but is not limited to salts, acids, alkalis, herbicides, pesticides, and organic and inorganic chemicals.
Contractor	Any organization or individual (Contractor) and its subcontractors, engaged by Lockheed Martin through written agreement to perform work at Lockheed Martin-owned, leased, controlled, and/or operated facilities or at sites where Lockheed Martin has work performance responsibilities. Contractors include, but are not limited to, construction contractors, service/technical representatives, vendors and suppliers, maintenance/renovation, consultants, cafeteria, and security service providers contracted software developers or support personnel. For purposes of brevity the above will be referred to in this document simply as "Contractors".
Contingent Non-Employee Labor	Persons acquired from managed service provider, leased labor agency or other third-party provider of temporary labor for the limited purpose of fulfilling the short-term labor requirements of Lockheed Martin elements. These employees are supervised by the organizations they are supporting.
Debris	Combustible and noncombustible wastes such as ashes and waste materials resulting from construction or maintenance and repair work, leaves and tree trimmings.
ESH	LMMFC Environmental, Safety and Health Department
Excavation	Any man-made cut, cavity, trench, or depression in an earth surface, formed by earth removal.
Garbage	Refuse and scraps resulting from preparation, dispensing and consumption of food.
Hazardous Material	Any chemical or substance which is a physical hazard or an environmentally hazardous substance, hazardous waste, marine pollutant, elevated temperature material, material designated as hazardous in the 49CFR 172.101 Hazardous Materials Table, samples believed to be hazardous and materials that meet the hazard class and division defining criteria in 49CFR Part 173.
Hazardous Waste	Hazardous substances as defined in 40 CFR 261 or as defined by applicable state and local regulations.
Health and Safety Plan (HASP)	A job specific health and safety plan, providing details to the health and safety aspects of the job.
LMMFC	See Buyer (LMMFC)
LMMFC Contractor Monitor	A Lockheed Martin employee that has been designated to manage a contractual agreement to include but not limited to Environmental, Safety and Health requirements for the project.
Oily Waste	Petroleum products and bituminous materials.
Personnel	Any Contractor employee, subcontractor employee, Lockheed Martin employee, customer or visitor.
Rubbish	Combustible and noncombustible wastes such as paper, boxes, glass, crockery, metal, lumber, cans and bones.
Sediment	Soil and other debris that have eroded and have been transported by runoff water or wind.
Sewage	Waste characterized as domestic sanitary sewage.
Solid Waste	Rubbish, debris, garbage, and other discarded solid materials, except hazardous waste as defined in paragraph entitled "Hazardous Waste", resulting from industrial, commercial and agricultural operations and from community activities.
Vehicle	Any means of transportation used to transport personnel and/or property/ equipment (e.g., automobiles, trucks, lift trucks, scooters, and golf carts).



APPENDIX B – Contractor Site-Specific ESH Requirements & Orientation

Contractor Company Name:

Address:

Telephone:

Supervisor:

As the above listed Company representative or owner, I certify that:

- I have received a copy of the **Contractor Site-specific ESH Requirements and ESH Orientation package**. I have reviewed this manual and discussed LMMFC ESH site-specific requirements with our company employees and subcontractors before commencing work activities on LMMFC premises.
- I understand that it is my responsibility to discuss, train and assess my employees' understanding of these policies, procedures, and site-specific requirements. Using our company own procedures, I will document this training for each employee before they begin work at this facility.
- I will have at least one (1) person on-site, at all times, who speaks and understands English and can effectively communicate with Contractor and subcontractor employees.
- I have had all questions answered and will to the best of my ability, provide a safe work environment for my employees and the employees of LMMFC. I understand that I am responsible for conducting a site-specific ESH Contractor Orientation for the specific work to be performed as required by this manual.
- I will provide the completed form to the Contractor Monitor and maintain a copy of this manual and the completed form at the worksite.

NOTE:
Any breach of LMMFC ESH Requirements may result in termination of the Contracted work.

Comments/Questions:

Signatures:

Contractor Representative:

Date:

(PRINT)

APPENDIX C – Soil & Groundwater Disposal Guidelines

Contractor Handling, Storage & Disposal Guidelines

Any excess soils and groundwater generated by site contractors during site activities must be disposed of in accordance with LM policies and LM ESH environmental procedures. Contractors working in excavated areas, or where soils are being disturbed should always wear the proper PPE.

Facilities

1. For all projects involving soil excavation, directional drilling, soil disposal, imported fill, and/or groundwater dewatering. Facilities shall provide to ESH the layout drawings including, as applicable”
 - a. Areas and depths of exaction
 - b. Volumes of:
 - i. Drill mud
 - ii. Excess soil
 - iii. Imported fill
 - c. Dewatering flow rate and expected duration
 - d. Imported fill source
2. For any projects with material scopes exceeding the quantities below, Facilities will provide ESH a funding source for the environmental services:
 - a. Soil disposal of 100 cubic yards or more.
 - b. Drilling mud disposal of 4, 000 gallons or more.
 - c. Importing 4,000 yards or more of any fill material.
 - d. Any volume of groundwater dewatering.

ESH

1. ESH will review the location of the planned soil exaction, horizontal drilling pathway, and/or groundwater dewatering to determine if the work will be performed in known or suspected areas of concern on site. ESH shall notify Facilities whether special handling of the soil, drilling mud, and/or groundwater is required.
2. If special handling is required, the Layout drawings shall be sent to ESH for development of a sampling and waste management plan. The ESH environmental contractor shall develop an engineering cost estimate for sample collection and analysis. The cost estimate will be provided to Facilities to execute the purchase requisition for Engineering Design phase of the project.
3. The ESH environmental contractor’s engineering scope of work will include sampling of materials for laboratory analyses using a standard 10-day turnaround time, The results will be summarized and compared to the applicable State Cleanup Target Levels and provided to ESH in a sampling package by the environmental contractor.
4. ESH will evaluate the laboratory analytical results and notify Facilities of any special handling, storage, and disposal requirements for soil, drilling mud, and/or groundwater. If special handling is required, the ESH environmental



CONTRACTOR SITE-SPECIFIC ESH REQUIREMENTS

contractor shall provide a cost estimate to Facilities to execute the purchase requisition for the Construction phase of the project.

5. The ESH environmental contractor's construction scope of work will include coordinating with the Facilities contractor for soil and/or drilling mud, storage, handling, and disposal; and groundwater storage, treatment, and disposal.

Contractor

1. Excavated Soil

- a. Contractor shall ensure that excavate soils are placed on top of either an impervious surface such as asphalt, concrete, visqueen, a non-porous liner, or inside lined dumpsters to prevent potential leaching of contaminated material. The excess soils should be covered with visqueen or a non-porous liner to prevent storm water run-off or wash-out that could be caused by wet-weather conditions.
- b. Contractor shall ensure that excavated soils are containerized (placed in drums, lined soil bags, lined dumpster, or dump trucks) and labeled as non-regulated waste for proper disposal (dump truck disposal does not require labeling).
- c. In coordination with EH, the following materials must be managed for offsite disposal or on-site treatment:

i. Excavated Soil

1. Excavated soil must be disposed at a Lockheed Martin approved Class I Landfill.

ii. Drilling Mud

1. Contractor shall coordinate with ESH to ensure that the drilling mud is properly containerized in a mud box, plastic lined pit, or plastic lined roll off.
2. Drilling mud must be disposed of by a Lockheed Martin approved disposal contractor.

iii. Groundwater

1. Contractor shall coordinate with ESH to ensure that groundwater from the dewatering activities is properly stored, managed, and disposed.
2. There will be no discharge of groundwater from dewatering activities without the approval of ESH. All required discharge permits from appropriate regulatory agencies must be obtained prior to commencing of work.

iv. Backfill Materials

1. All backfill material (soil, lime rock, crushed concrete, etc.) shall be analyzed by an ESH approved laboratory for the following constituents using the cited US EPA-analytical methods:

Analyte	US EPA Method
Volatile Organics	8260
PFOA/PFOS	537Mod
Semi-volatile Organics	8270
PAHs	8270SIM
PCBs	8082
Pesticides	8081
Herbicides	8151
RCRA Metals	6010 and 7471/6020 for arsenic
Petroleum Residual Organics	FL-PRO

The Backfill Sampling Frequency is as follows:

Volume	Backfill Sampling Frequency
First 1,000 yd3	Every 250 yd3
1,000 to 5000 yd3	Every 500 yd3
>5,000 yd3	Every 1,000 yd3

- Contractor shall coordinate with ESH regarding the sampling and laboratory analytical testing of backfill material.
- No off-site backfill materials will be allowed to be staged on site until the analytical data are

Example of Dumpster and Labelling:

Dumpsters

Dumpsters must be lined to prevent leaching or spillage of potentially contaminated material during transportation.

Labelling and Identification

Excavated soils placed in Dumpsters must be labeled properly. The label should include the words "Excess Soil" with a brief description of the project. The applicable label must be placed inside a self-adhesive pouch along with the waste disposal manifest, and be attached to the Dumpster.



Condition: The Dumpster or similar containment structure utilized to store the excavated soil must be in an acceptable condition. Containers must be properly lined and covered to prevent accidental spillage of potentially contaminated material during transportation.

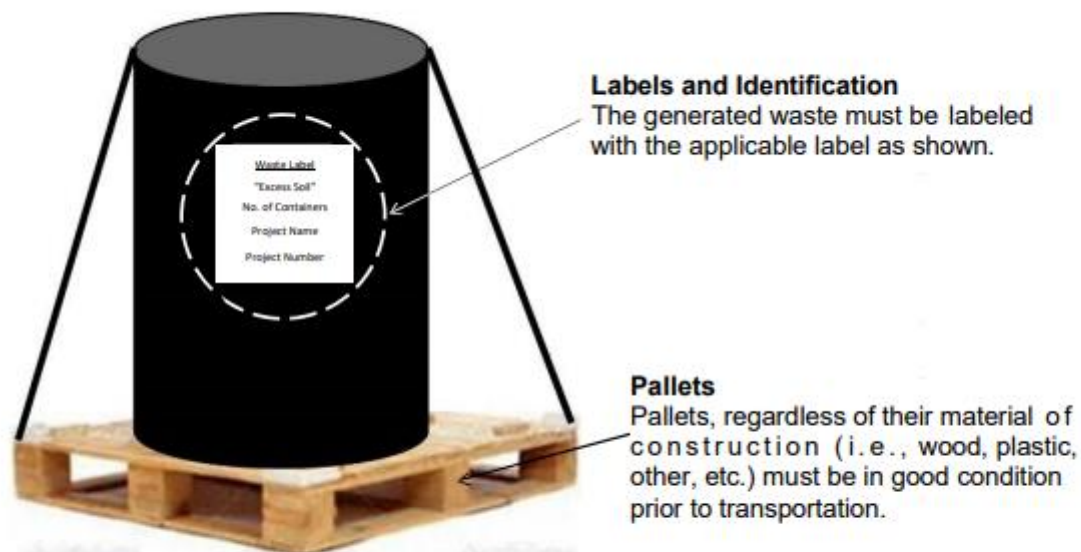
received for the tested samples and approval of the backfill is provided by ESH.

Example of Label:

LOCKHEED MARTIN	
NON-REGULATED WASTE	
THIS WASTE IS NOT REGULATED BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY	Optional Generator Information
	Point of Contact _____
	Contents _____

NON-REGULATED WASTE	

Example of Container and Label:



Condition: The drums, bags, or similar containment utilized to store the generated material must be in acceptable condition. These items must be properly covered, closed, sealed, with lids tightened to prevent accidental spillage of material during transportation.

APPENDIX D – Waste Preparation and Transport Guidelines

Waste Disposition

Any concrete slurry, paint washout liquids/solids, all hardened/dried-out water/oil-based paints, oily water, ballast electronics, lead containing electronics, small transformers, chargers, aerosol cans, incandescent light bulbs, fluorescent lights, or any other waste generated by the site contractors must be disposed of in accordance with Lockheed Martin and the generating contractor's environmental procedures.

Originator's Responsibilities:

1. Ensure that materials are properly packaged for safe movement across the facility. The drums, wire containers, bags, or similar containment utilized to contain the generated waste must be in acceptable condition. All containers must be properly closed, sealed, and lids tightened to prevent accidental spillage during transportation.
2. Acquire labels through ESH or the Contractor Monitor. The label must be legibly filled out completed, securely affixed to the container. Choose the correct type of label in accordance with the Waste Classification and Labeling form attached in page 2.
3. Once the pallet has been prepared for transport, coordinate pickup through ESH or the Contractor Monitor.



Hazardous Waste	
Chemically Soiled Material (Oil-Based):	
Oil-Based Paint Liquid:	
- Enamel - Lacquer - Shellac - Varnish – Contains solvents stain - Epoxies	- Wood Finishes - Wood Protectors - Mildew resistant paints - Preservative Paints
Other:	
- Gasoline/Fuel Impacted Soil - Contaminated Fuel - Flammable Liquids	Note: Hardened paint, paint tools, or other chemicals may be thrown in the trash

HAZARDOUS WASTE

Description: _____

Hazard: _____

Supervisor: _____

Date: _____ Location: _____

Form No. U-F024 Rev. Mar 20, 2023

Non-Regulated Waste	
Liquids (Waster-Based):	
- Water-based liquids - Acrylic or latex paint	- Paint Washouts - Concrete Slurry - Tile Setting/grout washout
Fluorescent Light Ballasts such as	
Ballast NOT containing PCBs (The label must say OUT OF SERVICE)	- Ballasts - Electronic Magnetic
Solids (Water-Based): <i>All items must be fully cured/dried with no free flowing liquids</i>	
- Hardened/dried out acrylic or latex paint (see SDS) - Hardened/dried out caulking - Hardened/dried out pain brushes	- Hardened/dried paint rollers - Hardened/dried out paint pans - Hardened/dried out epoxy - Rags
Used Oil	

NON-REGULATED WASTE

THIS WASTE IS NOT REGULATED BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY

Optional Generator Information

Point of Contact _____

Contents _____

NON-REGULATED WASTE

CONTRACTOR SITE-SPECIFIC ESH REQUIREMENTS

- Used Oil
- Coolant
- Antifreeze

- Note: "Used Oil" must written on the label. Other information is secondary and can be written after this specific phrase.
- Note: "Used Antifreeze" must be written on label if coolant contains antifreeze.

LOCKHEED MARTIN

NON-REGULATED WASTE

THIS WASTE IS NOT REGULATED BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY

Optional Generator Information

Point of Contact _____

Contents _____

USED OIL

NON-REGULATED WASTE

**If a ballast does not have verbiage along the lines of "No PCBs" Or "Contains No PCBs" it is assumed to contain PCBs and must be treated as Hazardous Waste. Contact ESH immediately for disposal guidance if a PCB containing ballast is leaking.*

Universal Waste	
Hazardous Waste Batteries (Damaged):	
• Can be wet or dry cell	• Lead acid batteries may still be managed
Battery Types	
• Ni-Cad Batteries • Mercury Batteries	• Lithium Batteries • Nickel Metal Hydride Batteries
Pesticides	
• Includes recalled pesticides under FIFRA	• Includes unused pesticide products that are part of a waste pesticide collection program
Mercury Thermostats, Thermometers and mercury containing devices	
• Include whole mercury thermostats • Mercury ampoules that have been removed from the thermostats	
Lamps:	
• Fluorescent light bulbs • High intensity discharge • Neon	• Mercury Vapor • High Pressure Sodium • Metal Halide
Others"	
• Aerosol Cans – all types • Lead containing electronics • Chargers	• Small equipment transformers • Home-made and/or altered electronics

UNIVERSAL WASTE

ACCUMULATION START DATE _____

FEDERAL LAW PROHIBITS IMPROPER DISPOSAL
The following materials are regulated as a universal waste in accordance with 40 CFR 273:

APPLICABLE TO ALL SITES:

☐ UNIVERSAL WASTE – BATTERY(IES)

APPLICABLE TO AUTHORIZED SITES ONLY:

☐ UNIVERSAL WASTE – MERCURY - CONTAINING EQUIPMENT

UNIVERSAL WASTE – MERCURY THERMOSTAT(S)

UNIVERSAL WASTE – PESTICIDE(S) (Except CA)

UNIVERSAL WASTE – LAMP(S)

UNIVERSAL WASTE – ELECTRONIC DEVICES

UNIVERSAL WASTE – AEROSOL CAN(S)

UNIVERSAL WASTE – BROKEN UNIVERSAL WASTE – LAMP(S)

UNIVERSAL WASTE – PAINT AND PAINT-RELATED WASTE

UNIVERSAL WASTE - CRUSHED MERCURY LAMPS

HANDLE WITH CARE!

L
Form No. MFC-0281 Rev. 08/08/2022

APPENDIX E - ESH Contractor's Revision History

Issue	Date	Description or Reason for Change	Revised By
1	08/01/2023	Ocala Specific document created	Ocala ESH Department
2	02/04/2025	Full grammatical and format review. Additional guidance provided for the following sections: asbestos; compressed gas cylinders; electrical safety; fall protection; warning signs/barricades; working with refrigeration. Updated waste labels to most current version.	Ocala ESH Department
3	03/30/2026	Addition of section: Sillica/Concrete. Removal of revision/approval page. Update to site specific manual purpose page. Additional guidance added to sections: housekeeping and material storage; powder actuated tools.	Ocala ESH Department



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