

FO&S Risk Plan Checklist

Rev Dec 2019

Name / Company (if contractor):	Project Title / #:	Location:
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Scope:

Risk Item	Y	N	Risk Mitigating Action (if "Yes" is checked)	Comments
Work could affect employees, operations, hardware			Communicate with affected building Facilities Manager, customers and/or Responsible Area Manager (RAM, Maintenance Notice, etc.)	
Environment, Safety, and Health				
Work may disturb lead or lead paint, asbestos in floor or ceiling tiles, mastic, sheetrock, adhesives, gaskets, insulation or any other unknown material			STOP - Contact ESH. ESH will sample and/or give authorization to proceed. ESH approval/signature required	
Disposal of items potentially containing PCBs (e.g. transformers, ballasts). Ballasts manufactured after 1977 are labeled "NO PCBs"			STOP - Contact ESH. ESH will sample and/or give authorization to proceed. ESH approval/signature required	
Work may cause release of refrigerant			STOP- Contact qualified HVAC personnel to collect refrigerant	
Chemicals will be used in performance of task			Submit Safety Data Sheets (SDSs) to ESH prior to start of job. PPE (e.g. safety goggles, gloves, face shield) required. Secure chemical containers during transport. Locate/protect floor drains. Call x911 to report spills	
Hazardous waste will be generated			Arrange for waste containers through your LM POC and/or Clean Harbors. Call x911 to report spills	
Work performed in confined spaces			STOP - Contact ESH. ESH approval/signature required	
Possible exposure to hazardous energy sources (electrical, pneumatic, mechanical, hydraulic)			Locate, De-energize/Isolate and Lock Out/Tag Out (LOTO) all energy sources. Verify isolation. Work on energized systems is NOT permitted	
Work may cause, smoke, dust, welding arc, noticeable odor or excessive noise (e.g. demolition, chemical use)			Put adequate ventilation and/or barriers in place. Contact Fire Protection if applicable	
Possible exposure to ordnance/explosives			STOP - Contact ESH. Approved Ordnance Handlers to secure ordnance. Coordinate decontamination of equipment/areas as required. ESH approval/signature required	
Work performed around pedestrians, vehicle traffic, parking lots, loading docks			Post proper signage for pedestrian and vehicle traffic control. Coordinate road or access closures. Wear PPE (e.g. safety glasses, safety vest). Notify Plant Protection	
Work performed at elevated heights and/or on roofs			Use fall restraint/fall arrest equipment (e.g. harness, lanyard) at heights of 30" or more when 6' or closer to an unprotected edge (e.g. no guardrails present). Employ all drop mitigation zone requirements, FOE/FOD practices, tool tethering, etc.	
Work involves excavation/trenching			STOP - Contact ESH. Complete Excavation/Trenching Permit prior to start of job. ESH approval/signature required	
Flight Hardware/Programs/Clean Rooms/Labs				
Work occurring around flight hardware and/or products			Employ all drop mitigation zone requirements, FOE/FOD practices, tool tethering, sponge counts, etc. RAM and FO&S supervisor signature required	
Work could affect environment containing flight hardware and/or products			STOP - Contact RAM and Contamination Control. RAM, Contamination Control and FO&S supervisor signatures required	
Working in area controlled as FOE/FOD zones			Employ all drop mitigation zone requirements, FOE/FOD practices, sponge counts, etc.	
Unknown impacts of system to be shut down			Investigate thoroughly and notify ALL known users of system to be shut down	
Work conflicts with launch window			Reschedule work activity with affected organizations	
Work conflicts with movement of product			Coordinate with customer and Transportation	

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Plant Infrastructure				
Could life safety systems (detectors for fire/smoke, oxygen, infrared flame, motion, door open alarms, or fire alarm pull stations) be activated or harmed?			Protect detectors that could be accidentally activated or harmed during completion of the service request. Notify Plant Protection.	
Work requires fire protection system and/or alarm to be shut down			STOP - Contact Fire Protection for direction. Fire Marshall approval/signature required.	
Work could activate detection systems causing equipment shutdown			Ensure coordination of affected system "operator" (e.g. maintenance, test, or customer)	
Work requires shut down of utility and/or facility commodity			Communicate outage with affected customers	
Performing core drilling or wall penetration			Verify utility locations. Notify adjacent occupants and clear adjacent space if necessary. Collect water from core drilling	
Work with ignition sources (e.g. solder, flame cutting)			Obtain burn permit from Fire Protection	
Other				
Approvals				
FO&S Rep Name:		FO&S Rep Signature:		Date:
RAM or Customer Name (if required):		RAM or Customer Signature:		Date:
Contamination Control Name (if required):		Contamination Control Signature (if required):		Date:
ESH Engineer Name (if required):		ESH Rep Signature (if required):		Date:
Fire Marshall (if required):		Fire Marshall Signature (if required):		Date:
FO&S Manager Name:		FO&S Manager Signature (if required):		Date: