

NJDOT Safety Standard Operating Procedure Contractor Safety Requirements

I. Purpose

To establish procedures for the uniform practice of providing site specific safety information to non-NJDOT personnel such as contract, sub-contract, visiting and voluntary personnel. It is the policy of the New Jersey Department of Transportation (NJDOT), to inform contractors of site conditions that might raise health and safety concerns that are unusual or unique to NJDOT. It is the responsibility of the contractor to protect their employees, subcontractors, and suppliers by providing a safe place of employment. The NJDOT does not establish nor enforce safety practices for the benefit of a contractor, subcontractor, supplier or their employees.

II. Scope

This Procedure will cover the required safety information needed to be provided to non-NJDOT entities working on NJDOT property or performing work on behalf of the NJDOT. This Procedure does not exempt contractors from complying with occupational safety and health requirements of contract specifications. Non-NJDOT entities are responsible for conforming to acceptable safety and health practices for the protection of NJDOT employees and property.

III. Authority

New Jersey Public Employee Occupational Safety and Health (PEOSH) Standards as established under N.J.S.A. 34:6A-25 et.seq, N.J.A.C. 12:100 and N.J.A.C. 12:122.

IV. Definitions

1. Non-NJDOT Entity

Personnel or businesses, such as contract, sub-contract, supplier, visitors, sales people, and voluntary individuals that are not NJDOT employees that visit to conduct work on NJDOT property or on behalf of the NJDOT. This does not include entities responding for emergency or regulatory enforcement purposes. Also referred to as non-NJDOT personnel.

Examples of work include those secured to provide services for the purpose of:

- new construction or remodeling
- maintenance, repair, modifications, retrofits, modifications, inspection and testing services for facilities or equipment
- conducting research
- offering material or supplies for sale
- training NJDOT personnel on equipment and vehicles

2. Person In Charge

The Project Manager, Supervisor or Manager who has authority over the non-NJDOT entity.

3. Prohibited Access Space

Any space classified as a "Class A" confined space or any space becoming a Class A space upon testing. NJDOT personnel are not allowed to enter Class A spaces.

Reference: Safety Standard Operating Procedure "Confined Space Entry".

