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Subcontractors	Program Requirements Document	For Additional Info: <a href="http://EDMS">http://EDMS</a>	Effective Date: 06/02/03
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Manual: Subcontractor Requirements

Change Number: 100777**1. PURPOSE**

This document provides requirements for housekeeping and sanitation (3.1), water supplies and hygiene facilities (3.2), precautions against exposure to and/or infection of hantavirus (3.3), and precautions against bloodborne illnesses (3.4). This document highlights requirements referenced in the ASource Documents section, as well as BBWI requirements. Any applicable regulatory or BBWI requirements must be followed, with the most stringent requirement being met.

**2. APPLICABILITY**

This document applies to all subcontractors working at the INEEL, as specified in their contract with BBWI. Stricter requirements may be imposed by subcontractors upon their employees or sub-tier contractors. The requirements of this document must be followed by subcontractors; however, the means of implementation may vary as determined by the subcontractor.

**3. REQUIREMENTS****3.1 Housekeeping and Sanitation**

- 3.1.1 Subcontractors shall perform regular housekeeping as an ongoing process throughout each work shift, and not just at the end of the day's work.
- 3.1.2 Scrap lumber with protruding nails, and all other debris, shall be kept cleared from work areas, passageways, and stairs.
- 3.1.3 An adequate number of appropriate containers shall be provided for waste.
- 3.1.4 Containers for garbage and other oily, flammable, or hazardous wastes shall be equipped with covers.
- 3.1.5 All sweepings, solid or liquid wastes, rubbish, and garbage shall be removed in such a manner as to avoid creating a menace to health and as often as necessary to maintain the place of employment in a safe and sanitary condition.
- 3.1.6 Every enclosed workplace shall be so constructed, equipped, and maintained, so far as reasonably practical, to prevent the entrance or harborage of rodents, insects, and other vermin.

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- 3.1.7 A continuing and effective control program shall be instituted where pests are detected.

### 3.2 Water and Hygiene Facilities

- 3.2.1 Potable water, which meets the standards prescribed in 40 CFR Parts 141/142, shall be provided in all places of employment.
- 3.2.2 Drinking water dispensers shall be designed, constructed, and serviced so that sanitary conditions are maintained, shall be capable of being closed, and shall be equipped with a tap.
- 3.2.3 Open containers such as barrels, pails, or tanks from which drinking water must be dipped or poured, shall not be used, whether or not they are fitted with a cover.
- 3.2.4 A common drinking cup or other common utensils shall not be used.
- 3.2.5 If disposable drinking cups are used, both a sanitary container for unused cups and a receptacle for disposing of used cups shall be provided.
- 3.2.6 At construction job sites, any container used to distribute drinking water shall be clearly marked as to the nature of its contents and shall not be used for any other purpose.
- 3.2.7 Outlets for non-potable water, such as water for industrial or firefighting purposes, shall be clearly identified to indicate that the water is non-potable.
- 3.2.8 Design and construction of non-potable water systems shall be such as to prevent backflow or back-siphonage of contaminated water into a potable water system.
- 3.2.9 There shall be no cross-connection, open or potential, between a system furnishing potable water and a system furnishing non-potable water or carrying waste water.
- 3.2.10 At construction sites, toilets shall be provided for employees in accordance with Table 1.

**EXCEPTION:** *Requirement 3.2.10 may not apply to mobile crews at construction job sites having transportation readily available to nearby toilet facilities.*

**Table 1.** Construction site toilet facilities.

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Number of employees	Minimum number of facilities
20 or less	1 toilet
20 or more	1 toilet seat and 1 urinal per 40 workers
200 or more	1 toilet seat and 1 urinal per 50 workers

- 3.2.11 Construction job sites not provided with a sanitary sewer shall be provided with either chemical toilets or other portable self-contained toilets that are capable of being pumped and maintained in sanitary condition
- 3.2.12 Under temporary field conditions, provisions shall be made to ensure at least one toilet facility is available.
- 3.2.13 Hand-washing facilities (basins or similar vessels) shall be available in all places of employment.

**EXCEPTION:** *Requirement 3.2.13 does not apply to mobile crews or to normally unattended work locations if employees working at these locations have transportation to nearby washing facilities.*

- 3.2.14 Each hand-washing facility shall be provided with hot and cold running water or tepid water.
- 3.2.15 Hand soap or similar cleansing agents shall be provided.
- 3.2.16 Individual hand towels (or sections thereof) of cloth or paper, warm air blowers, or clean individual sections of continuous cloth toweling shall be provided conveniently near lavatories.
- 3.2.17 If lavatories are not provided, a container of no-rinse hand disinfectant shall be provided.
- 3.2.18 Washing facilities shall be provided with equipment that enables employees to remove contaminants they have contacted.
- 3.2.19 Whenever showers are required by an OSHA standard, they shall be provided in accordance with the following requirements:
- 3.2.19.1 One shower shall be provided for each 10 employees of each sex, or numerical fraction thereof, who are required to shower during the same shift.

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3.2.19.2 Body soap or other appropriate cleansing agents shall be provided in or conveniently near the showers.

3.2.19.3 Showers shall be provided with hot and cold water feeding from a common discharge line.

3.2.19.4 Employees who use showers shall be provided with individual clean towels.

3.2.20 Washing facilities shall be maintained in a sanitary condition.

3.2.21 Whenever employees are required by a particular OSHA standard to wear protective clothing because of the possibility of contamination with toxic materials, change rooms equipped with storage facilities for street clothes and separate storage facilities for the protective clothing shall be provided.

3.2.22 Where working clothes are provided by the employer and become wet or are washed between shifts, provision shall be made to ensure that such clothing is dry before reuse.

3.2.23 Employees shall not be allowed to store or consume food or beverages in toilet rooms or in areas exposed to toxic material.

### 3.3 Precautions Against Hanta Virus

**NOTE:** *The requirements of this section apply when workers are exposed to or are required to clean up areas of rodent infestation.*

3.3.1 Workers whose jobs involve a higher-than-normal exposure to rodent infestation (such as work in crawl spaces or other areas likely to be infested with rodents) shall be notified of the dangers and symptoms of hantavirus infection.

3.3.2 Cleaning up areas of rodent infestation shall be reviewed for safety in accordance with PRD-1007, Work Coordination and Hazard Control.

3.3.3 If the safety review indicates a hazard from inhaling contaminated dust or aerosols, workers assigned to cleanup activities shall wear appropriate respiratory protection and shall be trained and qualified in its proper use (see PRD-2109, Respiratory Protection).

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**NOTE:** *The Centers for Disease Control recommend either a half-face air-purifying respirator or a powered air-purifying respirator equipped with HEPA filters.*

- 3.3.4 Persons cleaning up rodent-infested areas shall wear latex or nitrile gloves and safety glasses with side shields.
- 3.3.5 All PPE to be worn during cleanup activity shall be clearly indicated on the hazard evaluation or work-control document.
- 3.3.6 Persons cleaning up rodent-infested areas shall be trained on proper cleanup techniques and on the dangers and symptoms of hantavirus infection.
- 3.3.7 If the cleanup area is inside a building, the area shall be ventilated by opening windows and doors or by using mechanical ventilation for at least 30 minutes before further cleanup proceeds.
- 3.3.8 Before rodent nests, droppings, carcasses, or other potentially contaminated materials are disturbed or moved, the area shall be thoroughly sprayed with commercial disinfectant or a solution of 1 1/2 cups of bleach to 1 gallon of water to disinfect the area.

**NOTE 1:** *Commercial disinfectants are preferred over bleach solution for use on carpeted areas.*

**NOTE 2:** *Using a spray bottle to apply disinfectant solution minimizes the amount of material put into the air.*
- 3.3.9 The disinfectant/bleach solution shall be allowed to remain on the area for between 15 minutes and 30 minutes before cleanup activity proceeds.
- 3.3.10 The area shall be cleaned up with minimum disturbance, preferably while materials are still damp from disinfectant/bleach solution.
- 3.3.11 Vacuum cleaning equipment shall not be used to pick up rodent droppings, nests, carcasses, or obviously contaminated material.
- 3.3.12 If dry material is encountered during the cleanup, it shall be disinfected or re-dampened as described in 3.3.8.
- 3.3.13 After potentially infective materials have been removed, surfaces such as floors, walls, or shelves in the disinfected area shall be wet wiped or mopped.

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3.3.14 All potentially infective waste material (including respirator filters) from clean-up operations shall be double bagged in appropriate plastic bags and disposed of as normal trash, unless directed otherwise by work control documents or the BBWI POC.

3.3.14.1 If the presence of hantavirus has been established, waste materials shall be labelled and disposed of as infectious waste.

3.3.15 Traps contaminated with rodent urine or feces or in which a rodent has been captured shall be disinfected with a disinfectant or bleach solution. Dead rodents shall be disposed of as described in 3.3.14.

3.3.15.1 Any worker who develops a fever, flu-like symptoms, or respiratory illness within 45 days after being exposed to rodent-infested areas shall seek immediate medical attention and shall notify the attending physician of the potential for hantavirus infection.

#### **3.4 Bloodborne Pathogens**

3.4.1 Subcontractors shall notify each employee that if the employee is exposed to another person's blood or other body fluids (such as when giving first aid after an accident), the exposed employee shall wash his/her hands and other exposed skin surfaces immediately and thoroughly, using soap and water or no-rinse hand disinfectant.

3.4.2 An employee who is exposed to another person's blood or other body fluids shall report the incident to the immediate supervisor.

3.4.3 Supervisors shall report the exposure to the BBWI Point of Contact (POC).

#### **4. DEFINITIONS**

None

#### **5. REFERENCES**

##### **5.1 Source Documents**

40 CFR Parts 141/142

29 CFR 1903.1, Purpose and Scope

29 CFR 1926.51, Sanitation

DOE Order 440.1A, Worker Protection Management for DOE Federal & Contractor Employees

DOE CRD 440.1, Worker Protection Management for DOE Contractor Employees

Centers for Disease Control (CDC), A Hantavirus Illness in the United States

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## 5.2 Related Requirements

The following documents may also contain requirements that apply to this activity:

PRD-1007, Work Coordination and Hazard Control

PRD-2001, Personal Protective Equipment

PRD-2101, Hazard Communication

PRD-2109, Respiratory Protection

## 6. APPENDICES

None