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OWNER: Technical Programs	PPD-FO-1037	REVISION: 3
SUBJECT MATTER AREA: Construction and Heavy Equipment	PREPARER: Charles Harley	Page 1 of 14
PROCESS/PROGRAM DESCRIPTION	CONCURRENCE/DATE: Linda B. Raulston 12/06/22 [Approval Signature on File]	
TITLE: CONSTRUCTION AND HEAVY EQUIPMENT PROGRAM	APPROVED BY/DATE: Charles Harley 12/06/22 [Approval Signature on File]	
USQD <input checked="" type="checkbox"/> UCD <input type="checkbox"/> CAT X <input type="checkbox"/> EXEMPT <input type="checkbox"/>	EFFECTIVE DATE: 12/8/22	
USQD/UCD/CAT X No: PSW-MS-PPDFO1037-1923	REQUIRED REVIEW DATE: 12/8/25	
Exhibit L Mandatory Contractor Document: No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	If an Interim Document, Expiration Date:	

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This document is approved for public release per review by:
Amanda McCann 9/15/21
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REVISION LOG			
Revision	Effective Date	Description of Changes	Pages Affected
3	12/8/22	Non-intent change. Updated company name and logo. Updated to terminology in DIR-UCOR-600 as necessary.	All
2		Intent change for IF-2021-0662. Added requirement for completion of LEARN module 31955, JPM-PDC Evaluator Designation, removed reference to Field Equipment Expert. Added United Cleanup Oak Ridge LLC (UCOR). Clarified equipment operator card issuing. Clarified work control requirements for recovery operations.	3, 6-10, 13
1	1/23/20	Intent change. Add new procedures covered under this program, for excavation/trenching, penetration and ground penetration. Clarify qualifications for Field Equipment Expert (FEE). Added exemption requirements for Job Performance Measurement (JPM) evaluator training. Added requirement for IH approval/survey prior to operating equipment indoors.	All
0	4/22/19	Initial issue in response to CAMS Report IF-2018-0749.	All

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1.0 PURPOSE The purpose of this plan/program is to provide direction and guidelines for the safe, standardized, and consistent implementation of Construction/Heavy Equipment (CHE) and Hoisting and Rigging (H&R) operations by United Cleanup Oak Ridge LLC (UCOR) on the Oak Ridge Reservation (ORR) or offsite work under UCOR contract.

2.0 SCOPE This plan/program applies to all CHE operations by UCOR and its subcontractors as defined in Section O, Equipment, utilized on the ORR in support of UCOR managed projects unless addressed in the Exceptions section of this plan/program description (PPD).

3.0 MANAGEMENT EXPECTATIONS UCOR Senior Management expects all operations involving CHE and/or Hoisting/Rigging operations to be conducted with the highest level of safety. Managers, supervisors, workers, subcontractors, and sub-tier contractors are expected to support and comply with company policies and procedures while maintaining safety awareness and a questioning attitude. Senior Management empowers all personnel to be safety stewards in everything they do.

NOTE: The term SME throughout this PPD is synonymous with the titles of program manager

4.0 ROLES AND RESPONSIBILITIES

A. Program Owner

1. Provides overall program guidance, support, resources, and oversight for the program, ensuring qualified and trained personnel are available and proactive in the management of the program.

B. Construction and Heavy Equipment (CHE) Program Manager

1. As the Subject Matter Expert (SME) for CHE, the CHE Program Manager provides expertise and guidance for all operations involving CHE as outlined in Section O of this PPD. The CHE Program Manager ensures all CHE operations comply with company, state, and federal regulations and guidelines. The CHE Program Manager will also review, advise, and approve, as necessary, the purchase, rental, and use of heavy equipment or service providers.

C. Hoisting and Rigging (H&R) Program Manager

1. As the SME for H&R, the H&R Program Manager provides expertise and guidance for all operations involving H&R. The H&R Program Manager ensures all H&R operations comply with company, state, and federal regulations and guidelines. The H&R SME is the approving authority for all equipment operator qualifications concerning H&R. The H&R SME will also review, advise, and approve, as necessary, the purchase, rental, and use of heavy equipment.

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D. Roles and Responsibilities of Construction and Heavy Equipment and Hoisting & Rigging Subject Matter Experts

1. Serve as the UCOR **Interpretative Authority** and primary point of contact (for internal and external organizations) in their specific subject matter area.
2. **Standards Management:** Support the Standards Management Program (PROC-PQ-1805, *Requirements & Standards Management*) in their subject area. This includes:
 - a. Maintaining knowledge and awareness of governing standards (laws, regulations, and prime contract requirements including U.S. Department of Energy (DOE) Orders, Standards, and Directives);
 - b. Providing guidance and documented interpretations of governing standards to projects and functions as required;
 - c. Evaluating changes and their effect to governing standards for applicability to UCOR work; and
 - d. Initiating prime contract changes in response to changes to governing standards where applicable.
3. **Programmatic Documentation:** Develops and maintains UCOR company-wide policies, processes, program plans or descriptions, procedures (PROC-OS-1107, *Performance Document Process*), and subcontract proforma (PROC-PR-1002, *Processing Proforma Documents*) necessary to ensure effective management systems for performance of work in the subject area. This includes the flowdown of governing standards into company level documents and associated subcontract proforma.
4. **Project Support:**
 - a. Provide support and counsel to UCOR project organizations and deployed functional staff in the implementation of the subject matter programmatic documentation.
 - b. This support may include project specific applications or customizations, training or development of project deployed staff, development of project specific implementing documentation where required, participation in project management assessments to ensure effective and compliant implementation, incident investigations, and development of improvement or corrective actions where needed.
 - Any new training requirements identified by the SME will be reviewed by the Training Review Committee (TRC) prior to making any commitments to train personnel.
 - The SMEs will support development and review of requests for rental or purchase of heavy equipment or H&R equipment as well as contracted services.

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5. Performance Measurement, Feedback, and Improvement:

- a. Provide support to UCOR independent and management assessments as required.
- b. Provide oversight of standards and requirements implementation.
- c. SMEs monitor company-wide performance and lead or support continuous performance improvement in their subject matter area. This may include:
 - i. Development and maintenance of performance measures and performance indicators;
 - ii. Analyzing performance data to identify adverse trends;
 - iii. Participating in or conducting root cause analyses where needed;
 - iv. Evaluating and responding to programmatic issues identified by internal or external assessments;
 - v. Development of improvements or corrective action plans.

E. Lift Truck Supervisor (LTS)

- 1. Perform field supervisor duties of forklift operations assigned them by the Area Project Manager (APM). LTSs are responsible for maintaining forklift standards in the field and for evaluating material handling activities that are off normal material handling tasks or critical material handling tasks as defined in PROC-FO-1040, *Lift Truck Operation*. This designation must be assigned by the project APM and approved by the CHE SME.

F. Job Performance Measurement Evaluators (JPME)

- 1. The JMPE ensures annual Job Performance Measurements (JPMs) / Performance Description Checklist (PDC) / On-the-job training (OJT) evaluations are performed according to the applicable training module for the equipment on which they are qualified to perform the evaluation. JPMEs shall be UCOR instructor qualified and qualified (current) on the piece of equipment for which they are performing the evaluation.

G. Inbound or Outbound Equipment Inspectors

- 1. Refer to PROC-FO-1039, *Construction Equipment Inspection and Maintenance Program*, for roles and responsibilities.

H. Work Control

- 1. The SMEs for the program shall be consulted for all work control documents created involving CHE and H&R, including work packages, technical procedures, work instructions, job hazard analyses (JHA), special permits.

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I. Operations

1. CHE and H&R operations will be safely conducted according to the applicable UCOR procedures, Occupational Safety and Health Administration (OSHA) regulations, DOE Orders, and the manufacturer's operating manual.
2. The designated SME for CHE and/or H&R shall be consulted by Project Managers in operations involving CHE and H&R.
3. Utilization of dunnage on all material/equipment movement will follow the following guidelines;
 - a. Material and equipment will be stored/staged on dunnage to facilitate future movements.
 - b. Material or equipment shall be stored so it can be lifted safely.
 - c. Dunnage shall meet the following specifications before use (consult U.S. Department of Transportation [DOT] requirements of use on trailers traveling on public highways).
 - i. Square shape (e.g., 4"x4", 6"x6", 8"x8")
 - ii. Made of material capable of supporting load (e.g., treated wood, metal)
 - iii. Length shall be such that at least 1 ft of dunnage extends on either side of the load or as required by DOT/Federal Motor Carrier Safety Administration (FMCSA). **IF** a rectangular shape is used, **THEN** the dunnage must be placed on its long side (e.g., 2"x 4" will be laid over on the 4" side).
 - d. Placement of dunnage shall be made by holding the dunnage so the hands are never underneath the dunnage.
 - e. During loading or off-loading any heavy equipment – No personnel are allowed under the load or the equipment being repositioned.
4. A work zone shall be established according to PROC-EH-1013, *Accident Prevention Signs, Barricades and Other Postings*, for all CHE and H&R operations. This work zone posting shall include the requirements for entry, such as personal protective equipment (PPE), training, need to enter, etc.

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5. In the event a construction heavy equipment vehicle becomes stuck, mired, or otherwise placed in a position that it cannot recover under its own power, the following steps will be taken before a recovery effort begins.
 - a. Follow PROC-FS-1001, *Integrated Work Control Program*.
 - b. For recovery actions requiring the use of rigging or rigging hardware, the H&R SME shall be consulted.
 - c. The CHE SME or designee shall approve the recovery course of action.
 - d. A qualified Competent Person Rigger (CPR) shall provide oversight of the recovery operation.
 - e. Only operators who are trained to operate equipment used for recovery operations will be allowed to operate the recovery vehicle.
 - f. Persons in the area where recovery/extraction will be performed must not remain in the line of fire in the event the towing cable breaks.
 - g. Only approved towing straps and shackles that are rated to tow the recovery target shall be used. Rigging and rigging hardware items used in towing or recovery operations shall be removed from service until such time as a thorough inspection of the hardware can be conducted by a qualified rigging inspector per PROC-FO-1037, *Hoisting and Rigging Hardware Inspection, Testing, and Purchases*.
 - h. **IF** rigging hardware used in a recovery operation has been subjected to dynamic shock-loading, as determined by a qualified person, **THEN** those suspected components shall be permanently removed from service per the requirements of PROC-FO-1037.
 - i. Weight of equipment being towed must be determined as safe to be performed by the towing vehicle.
 - j. Applicable coefficient of friction must be analyzed.
 - k. A manufactured towing or lifting point rated for the task shall be used.
 - l. The more conservative approach of manufacturer's guidance or UCOR personnel safety analysis shall be utilized.
- J. Communication**
 1. Communication throughout the organizations will be accomplished through periodic Safety Forums and Committee meetings for both CHE and H&R to inform the organizations of trending safety concerns, updated or new procedures, and to discuss the current culture of operational safety of the programs. Events or identified weaknesses involving CHE and H&R will be shared through e-mail correspondence with all organizations to facilitate the prevention of repeat events.

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K. Lessons Learned

1. OPEX Share will be an integral part of the program's toolbox tools for staying informed of lessons learned across the industry. Lessons learned will be shared at the bi-monthly Construction and Heavy Equipment Safety Forum and at the discretion of the SMEs.
2. The development of lessons learned for the program will be established according to PROC-PQ-1240, *Operating Experience/Lessons Learned Program*.

L. Training

1. SMEs for the program will continually evaluate and provide oversight of training for the qualifications of essential program personnel.
 - a. The CHE SME is responsible for establishing the training requirements of LTS, Equipment Operators, JPMEs, Vehicle Construction Equipment Spotters, and Inbound/Outbound Equipment Inspectors.
 - i. LTS – See PROC-FO-1040.
 - ii. Equipment Operator – See PROC-FO-1040, PROC-FO-3036, *Mobile Elevating Work Platform Operation*, PROC-FO-3035, *Well Drilling Operations*, and PROC-FO-3034, *Earth Moving Equipment Operation*.
 - iii. Qualified Forklift Inspector – See PROC-ET-3016, *Inspecting and Testing of Forklift*.
 - iv. JPME – Designated by APM and approved by CHE SME using LEARN Module 31955, JPM-PDC Evaluator Designation. Minimum 2 years demonstrated experience on equipment and qualified on equipment. JPME will be evaluated by the CHE SME or designee initially and then annually on the ability to satisfactorily perform the designated equipment evaluation. JPME shall be qualified on the equipment designated or may be granted an exemption based on Management recommendation, supervisory experience on the designated equipment, and CHE SME approval.
 - v. Inbound/Outbound Equipment Inspector – See PROC-FO-1039. Shall complete LEARN Module 31713, *Interview/Evaluation of In/Outbound Inspector Candidate*.

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2. The H&R SME is responsible for establishing the training requirements of CPR, Certified/Qualified Mobile Crane Operators, JPME, and Inbound/Outbound Equipment Inspectors.
 - a. CPR – PROC-FO-1009 *Qualification and Performance as Competent Person Rigger and Crane Signal Person.*
 - b. Qualified Crane Inspector - PROC-FO-1039
 - c. Qualified Rigging Inspector – PROC-FO-1037
 - d. Person in Charge (PIC) – PROC-FO-1008, *Hoisting and Rigging Operations*
 - e. Designated Leader (DL) – PROC-FO-1008
 - f. JPME – Designated by APM and approved by H&R SME, using Learn Module 31955. Minimum two years demonstrated experience on equipment and qualified on equipment. JPME will be evaluated by the CHE SME or designee initially and then annually on the ability to satisfactorily perform the designated equipment evaluation.
 - g. Inbound/Outbound Equipment Inspector – See PROC-FO-1039.
3. Equipment operator cards will be issued through LEARN.
4. The SME for each program has the responsibility and authority to disqualify an operator for any equipment operation that is determined to be unacceptable based on observed or reported performance. Reinstatement of an operator will be at the discretion of the respective SME and supported by evidence or improved understanding and safe/compliant conduct of the expectations.

M. Quality and Assurance

1. Management assessments and self assessments will be conducted in accordance with PROC-PQ-1420, *Assessments.*
2. SMEs for the program shall conduct periodic management assessments and self-performed assessments on their respective programs as directed by the program owner. These assessments will be enter into the Quality Assurance System (QAS). The assessments will be reviewed and approved by the program owner upon completion.

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N. Equipment

1. The CHE and H&R Program applies to the following equipment used on UCOR Projects.
 - a. Mobile Elevating Work Platforms (MEWP) (formerly aerial lifts) will be operated according to PROC-FO-3036, OSHA 29 Code of Federal Regulations (CFR) 1926.453, and/or American National Standards Institute (ANSI) 92.2, Vehicle Mounted Elevating and Rotating Platforms. The types of platforms include:
 - Boom
 - Bucket
 - Scissor
 - Self-Propelled Boom
 - b. Cranes will be operated according to PROC-FO-1008; 29 CFR 1926-1401, Subpart CC, Cranes and Derricks in Construction; 29 CFR 1910.179, Overhead Gantry Cranes; and American Society of Mechanical Engineers (ASME) B30.2-1967, Overhead and Gantry Cranes; and all subsequent updates. Types of cranes include:
 - Mobile
 - Trolley Supported (e.g., Overhead bridge, monorail, Gantry, etc.)
 - Other (e.g., CHE or other equipment used with rigging items to suspend a load as detailed in PROC-FO-1008)
 - c. Lift Trucks will be operated according to PROC-FO-1040; 29 CFR 1910.178, Powered Industrial Trucks; ANSI B26.1, Safety Standard for Low Lift and High Lift Trucks; and ANSI B56.6, Safety Standard for Rough Terrain Forklift Trucks. Forklift classes are:
 - Class I – Electric Motor Rider Trucks
 - Class II – Electric Motor Narrow Aisle Trucks
 - Class III – Electric Motor hand Trucks or Hand/Rider Trucks
 - Class IV – Internal Combustion Engine Trucks (Solid/Cushion Tires)
 - Class V – Internal Combustion Engine Trucks (Pneumatic Tires)
 - Class VI – Electric/Internal Combustion Engine Tractors
 - Class VII – Rough Terrain Fork Trucks/Telescopic Forklifts

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- d. Earth Moving Equipment will be operated according to PROC-FO-3034; OSHA 29 CFR 1926.600 Subpart O, Motor Vehicles, Mechanized Equipment, and Marine Operations; Material Handling Equipment. Types of Earth Moving Equipment include:
- Excavators
 - Backhoes
 - Bucket Loaders
 - Track Hoes
 - Dozers
 - Track Loaders (Skids steer on tracks or wheels)
 - Graders
 - Rollers
 - Farm Tractors
 - Attachments (e.g. claws, grapplers, bush hog, etc.)
- e. Environmental Well Drilling Equipment (including sampling and geotechnical rigs) will be operated according to PROC-FO-3035; Standard Technical Specification SPG-000000-A005, Well Drilling, Installation and Abandonment, EPA Guidelines for Region 4 SESDGUID-101. Types of drilling equipment included:
- Air Rotary*
 - Roto-Sonic*
 - Auger/Coring*
 - Direct Push*
- * This includes wheeled or tracked vehicles.

O. Safety

1. When performing operations involving CHE and H&R, all personnel will ensure that the concepts of Integrated Safety Management System (ISMS) are followed. Personnel will maintain a questioning attitude and will use STOP/Suspend work authority when necessary, without fear of retribution.
2. Equipment operated indoors shall have the work area evaluated by Industrial Hygiene prior to operating equipment.
3. PPE will be worn according to Work Control documents and applicable procedures.

P. Exceptions

1. The following equipment is not covered under this program:
 - Landscaping equipment (e.g., zero turn mowers)
 - Manually operated sampling/coring equipment
 - Vehicles covered under DOT and FMCSA regulations (unless part of the construction equipment) (e.g., carrier for a water truck or drill rig)

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Q. Acronyms/Definitions

ANSI – American National Standards Institute

APM – Area Project Manager

ASME – American Society of Mechanical Engineers

CFR – Code of Federal regulations

CPR – Competent Person Rigger

CHE – Construction/Heavy Equipment

DOE – U.S. Department of Energy

DOT – U.S. Department of Transportation

EPA – Environmental Protection Agency

FMCSA – Federal Motor Carrier and Safety Administration

H&R – Hoisting and Rigging

JPM – Job Performance Measurement

JPME – Job Performance Measurement Evaluators

LEARN – Local Education Administrative Requirements Network

LTS – Lift Truck Supervisor

ORR – Oak Ridge Reservation

OSHA – Occupational Safety and Health Administration

PDC – Performance Description Checklist

PPD – plan/program description

PPE – personal protective equipment

SME – Subject Matter Expert

R. References

- 10 CFR 851, Worker Safety and Health Program
- 29 CFR 1910, General Industry Regulations
- 29 CFR 1926, Construction industry Regulations
- ASME B30.2-1967, Overhead and Gantry Cranes
- ANSI 92.2, Vehicle Mounted Elevating and Rotating Platforms
- ANSI/ITSDF B56.1-2018, Safety Standard for Low Lift and High Lift Trucks
- ANSI/ITSDF B56.6-2016, Safety Standard for Rough Terrain Forklift Trucks
- UCOR-4087, *Safety and Health Handbook, Oak Ridge, Tennessee*
- UCOR-4088, *Environmental Compliance and Protection Awareness Handbook, Oak Ridge, Tennessee*

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- UCOR-4350, *United Cleanup Oak Ridge LLC (UCOR) Training Requirements Matrix (TRM), Oak Ridge, Tennessee*
- PPD-EH-1400, *Integrated Safety Management System*
- PPD-EH-1745, *Worker Safety and Health Program*
- PPD-EH-2009, *Electrical Safety Program*
- PPD-IH-5151, *Respiratory Protection Program*
- PPD-IH-5205, *Airborne Silica Hazard Assessment and Control*
- PROC-EH-1013, *Accident Prevention Signs, Barricades, and Other Postings*
- PROC-EH-2002, *Hazardous Energy Control (Lockout/Tagout)*
- PROC-EH-2005, *Personal Protective Equipment*
- PROC-ET-3016, *Inspecting and Testing of Forklift*
- PROC-FO-1004, *Excavation/Trenching Permitting*
- PROC-FO-1008, *Hoisting and Rigging Operations*
- PROC-FO-1009, *Qualification and Performance as Competent Person Rigger and Crane Signal Person*
- PROC-FO-1037, *Hoisting and Rigging Hardware Inspection, Testing, and Purchases*
- PROC-FO-1039, *Construction Equipment Inspection and Maintenance Program*
- PROC-FO-1040, *Lift Truck Operation*
- PROC-FO-1041, *Crane Operator Certification/Qualification*
- PROC-FO-1072, *Penetration Permitting*
- PROC-FO-3034, *Earth Moving Equipment Operation*
- PROC-FO-3035, *Well Drilling Operations*
- PROC-FO-3036, *Mobile Elevating Work Platform Operation*
- PROC-FO-3037, *Ground Penetration Permitting*
- PROC-FP-2006, *UCOR Program for Controlling Combustibles and Ignition Sources*
- PROC-FS-1001, *Integrated Work Controls Program*
- PROC-IH-5121, *Occupational Noise Exposure and Hearing Conservation*
- PROC-IH-5206, *Generation and Use of Industrial Hygiene Work Permits*
- PROC-OS-1107, *Performance Document Process*
- PROC-PQ-1805, *Requirements & Standards Management*
- PROC-PQ-1240, *Operating Experience/Lessons Learned Program*
- PROC-PQ-1420, *Assessments*

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- PROC-PQ-1445, *Suspect/Counterfeit Items*
- PROC-PR-1002, *Processing Proforma Documents*
- PROC-TC-0710, *Training Position Descriptions and Position Assignment Forms*
- Form-856, STARRT card
- Standard Technical Specification SPG-000000-A005, Well Drilling, Installation and Abandonment, EPA Guidelines for Region 4 SESDGUID-101