**AC 150/5370-2F SAFETY PLAN COMPLIANCE DOCUMENT (SPCD)** (Rev. 10/22/13)

 **WORKSHEET** **FOR AIRPORT PROJECTS**

**Contractor’s Responsibility**

Following Federal Aviation Administration (FAA) Advisory Circular 150/5370-2F, an SPCD for a project shall be submitted to the WisDOT Bureau of Aeronautics and to the airport operator for review and approval. This should be submitted 14 days prior to the preconstruction conference. The notice-to-proceed cannot be issued without approval of this document.

The SPCD shall be prepared in a detailed, written and pictorial format that identifies the timing and methodology for the contractor's compliance with the project’s Construction Safety and Phasing Plan (CSPP) located in the construction plans & specifications. Any proposed alteration by the contractor from the CSPP shall be fully explained so a thorough analysis and determination can be made of the proposed modification.

**Project Information**

Project ID: Airport:

Description of Project:

Type of Work:

Prime Contractor:

Address:

Contractor Contact: Phone:

BOA Project Manager: Phone:

Airport Operator Contact: Phone:

**The following shall complement the safety plan compliance document:**

1. Contractor shall have copies of the CSPP and SPCD available at all times for reference by the airport operator and its representatives, and by subcontractors and contractor employees.

Location(s) of CSPP and SPCD:

1. Provide a point of contact that will coordinate an immediate response to correct any construction-related activity that may adversely affect the operational safety of the airport. Project will require 24-hour coverage.

Point of Contact: Phone:

1. Contractor’s on-site employees responsible for monitoring compliance with the CSPP and SPCD whenever active construction is taking place.

Contact Person: Phone:

Contact Person: Phone:

1. The contractor shall list all proposed deviations or modifications to the CSPP. For each alteration the contractor shall provide:
	1. The reason why the alteration is desired.
	2. Provide sufficient narrative description and/or pictorial descriptions of the proposed change so a complete review of the proposal can be made.
	3. If no alterations are to be made to the CSPP, clearly state; “**No alterations to the CSPP are proposed.”**
2. The contractor shall describe the frequency of inspections to ensure construction personnel comply with the CSPP and SPCD and that there are no altered construction activities that could create potential safety hazards. Inspections shall ensure that all proper safety devices, signs, demarcations etc. are in place and in proper working order in accordance with the approved CSPP & SPCD. A Construction Project Daily Safety Inspection Checklist is attached to aid in making a thorough inspection.
3. Provide a description of contractor’s plan to restrict movement of construction vehicles and personnel to permitted construction areas by flagging, barricading, erecting temporary fencing, or providing escorts, as appropriate and as specified in the CSPP. Include the appropriate plan sheets to identify timing and/or location of control measures.
4. Provide a description of contractor’s plan to ensure that no contractor employees, employees of subcontractors or suppliers, or other persons enter any part of the air operations area (AOA) unless authorized.
5. Provide a description and schedule for any anticipated supplemental submittal through the airport operator of Form 7460-1 for the purpose of conducting an aeronautical study of contractor equipment such as tall equipment (cranes, concrete pumps, and other equipment), stock piles, and haul routes when different from cases previously filed as part of the CSPP.
6. Provide a description of contractor’s plan to ensure that construction personnel are familiar with the safety procedures and regulations on the airport, the CSPP, and the SPCD.

**SPCD Amendment**

The SPCD shall be amended any time there is a construction practice proposed by the contractor that does not conform to the CSPP and SPCD and may impact the airport’s operational safety. This will require a revision to the CSPP and SPCD and re-coordination with the airport operator and the FAA in advance.

**Certification**

I certify that we understand the operational safety requirements of the CSPP and assert that we will not deviate from the approved CSPP and SPCD unless written approval is granted by the airport operator.

Print Name: Title:

Signature: Date:

**Appendix 4** AC 150/5370-2F -September 29, 2011

**Construction Project Daily Safety Inspection Checklist**

The situations identified below are potentially hazardous conditions that may occur during airport construction projects. Safety area encroachments, unauthorized and improper ground vehicle operations, and unmarked or uncovered holes and trenches near aircraft operating surfaces pose the most prevalent threats to airport operational safety during airport construction projects. The list below is one tool that the airport operator or contractor may use to aid in identifying and correcting potentially hazardous conditions. It should be customized as appropriate for each project.

**Potentially Hazardous Conditions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Action Required** | or | **None** |
| Excavation adjacent to runways, taxiways, and aprons improperly backfilled.  |  | □ |
| Mounds of earth, construction materials, temporary structures, and other obstacles near any open runway, taxiway, or taxi lane; in the related Object Free area and aircraft approach or departure areas/zones; or obstructing any sign or marking.  |  | □ |
| Runway resurfacing projects resulting in lips exceeding 3 in (7.6 cm) from pavement edges and ends.  |  | □ |
| Heavy equipment (stationary or mobile) operating or idle near AOA, in runway approaches and departures areas, or in OFZ.  |  | □ |
| Equipment or material near NAVAIDs that may degrade or impair radiated signals and/or the monitoring of navigation and visual aids. Unauthorized or improper vehicle operations in localizer or glide slope critical areas, resulting in electronic interference and/or facility shutdown.  |   | □ |
| Tall and especially relatively low visibility units (that is, equipment with slim profiles) — cranes, drills, and similar objects — located in critical areas, such as OFZ and approach zones.  |  | □ |
| Improperly positioned or malfunctioning lights or unlighted airport hazards, such as holes or excavations, on any apron, open taxiway, or open taxi lane or in a related safety, approach, or departure area.  |  | □ |
| Obstacles, loose pavement, trash, and other debris on or near AOA. Construction debris (gravel, sand, mud, and paving materials) on airport pavements may result in aircraft propeller, turbine engine, or tire damage. Also, loose materials may blow about, potentially causing personal injury or equipment damage.  |  | □ |

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Action Required** | or | **None** |
| Inappropriate or poorly maintained fencing during construction intended to deter human and animal intrusions into the AOA. Fencing and other markings that are inadequate to separate construction areas from open AOA create aviation hazards.  |  | □ |
| Improper or inadequate marking or lighting of runways (especially thresholds that have been displaced or runways that have been closed) and taxiways that could cause pilot confusion and provide a potential for a runway incursion. Inadequate or improper methods of marking, barricading, and lighting of temporarily closed portions of AOA create aviation hazards.  |  | □ |
| Wildlife attractants — such as trash (food scraps not collected from construction personnel activity), grass seeds, tall grass, or standing water — on or near airports.  |  | □ |
| Obliterated or faded temporary markings on active operational areas.  |  | □ |
| Misleading or malfunctioning obstruction lights. Unlighted or unmarked obstructions in the approach to any open runway pose aviation hazards.  |  | □ |
| Failures to issue, update, or cancel NOTAMs about airport or runway closures or other construction related airport conditions.  |  | □ |
| Failure to mark and identify utilities or power cables. Damage to utilities and power cables during construction activity can result in the loss of runway / taxiway lighting; loss of navigation, visual, or approach aids; disruption of weather reporting services; and/or loss of communications.  |  | □ |
| Restrictions on ARFF access from fire stations to the runway / taxiway system or airport buildings.  |  | □ |
| Lack of radio communications with construction vehicles in airport movement areas.  |  | □ |
| Objects, regardless of whether they are marked or flagged, or activities anywhere on or near an airport that could be distracting, confusing, or alarming to pilots during aircraft operations.  |  | □ |
| Water, snow, dirt, debris, or other contaminants that temporarily obscure or derogate the visibility of runway/taxiway marking, lighting, and pavement edges. Any condition or factor that obscures or diminishes the visibility of areas under construction.  |  | □ |
| Spillage from vehicles (gasoline, diesel fuel, oil) on active pavement areas, such as runways, taxiways, aprons, and airport roadways.  |  | □ |

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Action Required** | or | **None** |
| Failure to maintain drainage system integrity during construction (for example, no temporary drainage provided when working on a drainage system).  |  | □ |
| Failure to provide for proper electrical lockout and tagging procedures. At larger airports with multiple maintenance shifts/workers, construction contractors should make provisions for coordinating work on circuits.  |  | □ |
| Failure to control dust. Consider limiting the amount of area from which the contractor is allowed to strip turf.  |  | □ |
| Exposed wiring that creates an electrocution or fire ignition hazard. Identify and secure wiring, and place it in conduit or bury it.  |  | □ |
| Site burning, which can cause possible obscuration.  |  | □ |
| Construction work taking place outside of designated work areas and out of phase.  |  | □ |