

RAYTHEON MISSILE SYSTEMS

# CONTRACTOR SAFETY HANDBOOK



**Raytheon**

## TABLE OF CONTENTS

<b>1.0 PURPOSE AND SCOPE</b>	<b>5</b>
1.1 Commitment to Safety: Voluntary Protection Program Participants' Association (VPPPA)	5
1.2 ISNetwork: Contractor and Supplier Management System for Prequalification	6
<b>2.0 RESPONSIBILITY AND CONSEQUENCES</b>	<b>6</b>
2.1 Responsibility as a Raytheon Contractor	6
2.2 Consequences for Compliance/Conformance Failure	7
<b>3.0 POST-AWARD REQUIREMENTS</b>	<b>7</b>
3.1 Contractor Safety Checklist (EHS003/004 Forms)	7
3.2 Worker Conduct and Controlled Substances	8
3.3 Traffic and Parking	8
3.4 Restricting Access to Work Areas	9
3.5 Working in Occupied Areas	9
<b>4.0 REGULATORY AND RAYTHEON REQUIREMENTS</b>	<b>11</b>
General Requirements	11
4.1 Employee Training	11
4.2 Inspections	11
4.3 Housekeeping	12
4.4 Noise Abatement	12
4.5 Equipment and Tools	13
<b>Medical and First Aid Requirements</b>	<b>13</b>
4.6 First Aid & Medical Emergencies	13
4.7 Accident & Injury Reporting	13

<b>Subject Specific Requirements</b>	14
4.8 Cranes	14
4.9 Hot Work Permits	14
4.10 Impairment Work	15
4.11 Electrical Work	15
4.12 Work on Roofs	15
4.13 Work on Elevators (Personnel, Freight, Dumbwaiter)	15
4.14 Confined Space Entry	16
4.15 Radio Frequency	16
4.16 Laser Use	17
4.17 Explosives Safety and PSM	17
4.18 Hazardous Materials	17
4.18.1 Hazardous Materials Release/Spill	17
4.18.2 Management of Specific Chemicals	18
4.18.3 Spent, Unused and Waste Hazardous Materials	19
4.19 Environmental Regulations	19
4.19.1 Air Quality: Dusts, Vapors, Fumes, Mists	20
4.19.2 Stormwater and Sanitary Sewer	20
4.19.3 Endangered Species: Pima Pineapple Cactus (PPC)	21
4.19.4 Recycling and Reuse	21
4.19.5 Spoils Management for Trenching/Excavation Activities	21

## 5.0 ACRONYMS 22

## CONTACTS DIRECTORY: EMERGENCY AND NON-EMERGENCY 23

## 1.0 PURPOSE AND SCOPE

This Contractor Safety Handbook applies to all Raytheon Tucson sites. Contractors who work on Raytheon sites must comply with all federal, state and local regulations as they apply to the work being performed. Safety is a top priority and any failure to comply with regulations will disqualify a contractor from performing work for Raytheon.

*Note: As a general contractor, it is your responsibility to ensure this material is disseminated to your employees and subcontractors working on Raytheon sites.*

### 1.1 Commitment to Safety: Voluntary Protection Program Participants' Association (VPPPA)

Raytheon is highly dedicated to providing a safe and healthy workplace for its employees, contractors and visitors. We are committed to worker safety and go above and beyond minimal compliance with OSHA's safety regulations.

It is required that all on-site contractors wear safety vests with a company name or logo for identification while conducting any contracted work on Raytheon property.

All Raytheon Tucson sites are VPP Star Certified sites in partnership with ADOSH to promote excellence in safety and health. A VPP Star certified site means that Raytheon has been recognized by the State and OSHA as having the highest level of safety and health excellence. VPP has specific contractor safety requirements. For this reason, Raytheon holds its contractors to a higher standard. Where rules go above and beyond OSHA compliance, they will be indicated in this handbook for your reference.

*For additional information on the VPP program, go to <https://www.osha.gov/dcspp/vpp> or <https://www.azica.gov/adosh-voluntary-protection-program>.*

## 1.2 ISNetworld: Contractor and Supplier Management System for Prequalification

Raytheon is a member of ISNetworld (ISN) which provides an online contractor and supplier management platform for our contractor qualification process. ISN will collect, review and store your health, safety and procurement information, which allows you to complete the qualification process. ISN replaces the SA-019 (i.e., EHS001 and EHS002) form completion requirement. If you are a general contractor, you must ensure your subcontractors complete the qualification process.

Raytheon does require its elevated and high risk contractors to become subscribers to ISN in order to perform work on Raytheon sites. If your company is not already a subscriber, go to [www.isnetworld.com](http://www.isnetworld.com) or email [ContractorSafety@raytheon.com](mailto:ContractorSafety@raytheon.com) for additional information.

Low risk contractors, such as delivery and software services, may not require subscription. Contact EHSS Helpline or Contractor Safety for applicability questions.

## 2.0 RESPONSIBILITY AND CONSEQUENCES

### 2.1 Responsibility as a Raytheon Contractor

It is every contractor's responsibility to obey all applicable OSHA, EPA, DOT and other related regulations while performing work on any Raytheon site. It is also your responsibility to ensure conformance with all Raytheon-specific rules while on site; for your company employees as well as any subcontractors you hire.

Raytheon Facilities and EHSS personnel may inspect your job site at any time to evaluate compliance with safety, environmental and any additional applicable regulations. Please be accommodating as they work with you to ensure health and safety.

They do have the authority to order an immediate cessation of work if situations present any danger to safety, health, environment, or property.

### 2.2 Consequences for Compliance/Conformance Failure

If your work site presents any danger to safety, health, environment, or property, immediate cessation of work will be ordered. At this point, you will have the opportunity to correct any compliance/conformance issue. If you are unable to make corrections on the spot, work will be halted until proper corrective measures can be made to ensure site compliance/conformance. If you or your employees are unwilling to make necessary corrective measures, you will be removed from the Raytheon site and will not be allowed back. This may be on an individual basis or a company basis depending on the scope of non-compliance.

If you or your employees are found willfully acting against applicable regulations, work will be halted and you will be removed from the Raytheon site (may be an individual or the entire company).

If an employee or company is removed from a Raytheon site, they will be banned from any future work on Raytheon sites.

## 3.0 POST-AWARD REQUIREMENTS

### 3.1 Contractor Safety Checklist (EHS003/004 Forms)

The EHS003 Contractor Safety Checklist and the EHS004 Contractor Data and Safety Program forms are to be completed and submitted post-award by all general contractors, prior to work being conducted on site. The purpose of these forms is to identify potential hazards associated with the project so early preparations may be made to perform the work safely, and to identify contractor contact information, safety personnel and emergency services for the project.

These forms are provided by the Supply Chain buyer and are to be submitted to EHSS Contractor Safety at [ContractorSafety@raytheon.com](mailto:ContractorSafety@raytheon.com).

*Note: If a contractor is found working onsite without the proper forms having been submitted, they will be asked to leave the site and not return until all forms are received and reviewed by EHSS.*

### 3.2 Worker Conduct and Controlled Substances

Smokers on Raytheon property must adhere to the Smoke-Free Arizona Act, which states that all smoking is prohibited in enclosed public spaces. Raytheon has established designated smoking areas with appropriate waste receptacles for cigarette butt disposal. All smokers on Raytheon sites must use designated smoking areas and dispose of their waste properly to minimize environmental impact and reduce the risk of fire. If anyone is seen smoking outside of a designated smoking area, they will be redirected to a designated area.

The following are prohibited on Raytheon sites:

- Horseplay
- Fighting
- Gambling
- Swearing
- Alcohol consumption
- Weapons
- Narcotics
- Explosive materials
- Handheld radios
- Cameras
- Tape recorders
- Clothing/personal items with inappropriate and offensive language or insignias

Anyone suspected of being under the influence of drugs or alcohol will be escorted off Raytheon property and will not be permitted to work on-site again. Photography is strictly prohibited onsite. If photographs are necessary for your work, coordinate with your PM and/or superintendent for a Raytheon person to obtain photos.

### 3.3 Traffic and Parking

All contractors must abide by all applicable Department of Transportation (DOT) rules as well as 29 CFR 1926.601 (Motor Vehicles) while on Raytheon property.

Additional requirements:

- All contractor vehicles must have their associated company name prominently displayed on the vehicle.
- NO parking in Restricted Areas or Reserved Parking areas (unless permission from the Security department has been granted).

- If special parking is required, coordinate with your PM and/or Superintendent.
- Egress for emergency vehicles must be maintained at all times; do not block roadways or building access points without proper clearance.
- If blocking roadways and building access points is required, coordinate with your PM/Superintendent and/or EHSS Fire and Life Safety (F&LS).
- NO cellphone use while driving.

### 3.4 Restricting Access to Work Areas

It is the contractor's responsibility, in coordination with the PM and/or Superintendent, to install warning signs, place safety cones/caution tape, or other barricades to prevent unauthorized entry to the work site.

As the controlling entity of the work site, you have the right to question Raytheon employees who may enter the work area to determine if they have a need to be there. If a Raytheon employee does not have a need to be on your site and/or is not wearing the appropriate PPE, you shall politely ask them to immediately leave the work site. The minimum Raytheon requirement for PPE in any construction area is a hard hat, safety glasses, safety vest, and proper shoes. Any incidences of unauthorized access must be reported to the PM and/or Superintendent or an EHSS representative (EHSS – [ContractorSafety@raytheon.com](mailto:ContractorSafety@raytheon.com)). If any person becomes disruptive to your work or combative towards contract personnel, call Security Dispatch (520-794-8313) for assistance.

### 3.5 Working in Occupied Areas

Performing demolition, repair work and construction within occupied areas can present a variety of hazards and may interrupt nearby personnel in their daily work. Mitigating these issues is critical, and activities that create a safety concern must be properly controlled.

In any occupied area, the following must be done to mitigate personnel exposure:

- Post a project notice at various observation points around the work area advising of (template – [General Construction Sign](#)):
  - Type of work being done (e.g., office renovation)

- Expected duration of the project
- Contractor company name
- Project PM and contact number
- Project Superintendent and contact number
- For construction, demolition, or rearrangement projects:
  - Perform work off-shift whenever possible
  - Before any demolition, inspect the area for signs of mold, water damage, asbestos, or potential lead-containing paint. If such signs are observed, contact your PM and/or Superintendent for coordinating remediation prior to the start of demolition activities.
  - Enclose the demolition/construction area with fire retardant plastic sheeting from floor to ceiling.
  - Ensure enclosures provide adequate sealing around the area and maintain the integrity for the duration of the project.
  - Ensure overhead fire sprinkler system is not blocked by fire retardant plastic. Contact EHSS F&LS regarding proper placement.
  - Acceptable sheeting (other options must go through F&LS for approval prior to use):
    - T5-FR Griffolyn Fire Retardant Semi-transparent Sheet, 0.006" x 20'/16' x 100' (MM0405) from Reef Industries, Inc.
    - Polyethylene Sheeting 620 FR (not washed) 0.006" x 20' x 100', State Fire Marshal Registered No. F-325 from Westport Cartage Corp.
  - Provide an enclosed vestibule or Z-door arrangement with provisions for project personnel to clean their shoes prior to exiting the enclosure.
  - Provide HEPA filtered negative air systems to control dust and provide fresh air within the enclosure.
  - **Enclosure integrity must be inspected daily.**
- Coordinate with your PM and/or Superintendent the relocation of Raytheon personnel located within the enclosure.
- Protect HVAC system from dust, fumes, odors, or any other hazards that may be produced.

- Daily – wet mop/sweep (using a dust control product) or HEPA vacuum work areas. Wax-based floor sweep products MUST NOT be used on conductive floors.
- Package and transport materials from the enclosed area, such as dust and debris, to prevent contamination of outer areas. If contamination escapes the enclosed area, a HEPA vacuum must be used prior to personnel reoccupying the open adjacent areas.
- NO storage of flammable materials in the enclosure.
- Use fire retardant plastic sheeting to cover items such as desks, chairs, bookcases and other furnishings and fixtures in the area.
- **Daily — inspect the area to ensure these procedures are effective.**

## 4.0 REGULATORY AND RAYTHEON REQUIREMENTS

Contractors working on Raytheon sites must adhere to all applicable federal, state, and local regulations. It is the contractor's responsibility to know and understand the regulations that apply to the scope of work. General contractors are held responsible for ensuring their employees and subcontractors adhere to all applicable regulations.

### General Requirements

#### 4.1 Employee Training

Any employee performing work that requires specialized training must have that training and be able to provide proof of training upon request. With ISN, the system allows the uploading of training documentation for each employee for hiring client (i.e., Raytheon) review. Any contractor performing a job without proper training will be stopped and not allowed to perform the specified work until proper training is obtained and documentation provided to Raytheon for review.

#### 4.2 Inspections

General contractors must perform and document, at a minimum, weekly safety inspections of the work site. This documentation must be available

upon request. Contract personnel are responsible for all OSHA required inspections; e.g., equipment, scaffolding, trenching, etc. Raytheon Facilities and EHSS personnel may ask for evidence of required inspections at any time.

Raytheon Facilities and EHSS personnel may inspect your job site at any time to evaluate compliance with safety and environmental regulations. They have the authority to order an immediate cessation of work if situations present any danger to safety, health, environment, or property.

### 4.3 Housekeeping

Keeping work areas clean and orderly helps to prevent potential slip, trip and fall accidents. If these hazards exist within the work area, proper warning signs must be posted. Work areas are to be cleaned up and cleared of trash, debris, tools, equipment, extension cords, etc., at the close of each workday. Extremely dusty work may require sweeping throughout the day.

General housekeeping rules:

- Compressed air may not be used to clean floors, clothes, or other surfaces.
- If storage is needed, contact your PM and/or Superintendent for coordinating.
- Coordinate with your PM and/or Superintendent for waste disposal; construction waste, trash, universal waste, recyclables.
- If oily equipment is being operated, such as a pipe threader, ensure drip pans or absorbent mats are utilized.
- Fuse boxes, electrical switch panels, fire extinguishers and other emergency equipment must be kept clear and readily accessible at all times; do not stow anything in these areas.
- For fire safety, ceiling tiles must be replaced at the end of each work day; if unable to do so, coordinate appropriate mitigation measures to be taken with your PM and/or Superintendent and EHSS F&LS.

### 4.4 Noise Abatement

Equipment that emits enough noise to disturb Raytheon employees or that exceeds OSHA action levels ( $\geq 85$  decibels) must be used in isolated areas, off-site, or during second shift. Hearing protection must be worn at all times during use. Use of powder-actuated tools requires the posting of 8" x 10" warning signs.

### 4.5 Equipment and Tools

Contractors, unless agreed upon in contract, must not operate any Raytheon-owned equipment. If agreed upon in contract, you are required to ensure proper training for operators and accept full liability for its use. Equipment must be inspected prior to use. Inspection documentation may be requested by Facilities and EHSS personnel for review.

Basic rules for equipment and tool use:

- All electrical equipment and powered hand tools must be NRTL-certified/UL-listed.
- Fuel-fired equipment must not be used inside buildings without prior EHSS review and approval.
- Portable tools must have a 3-wire cable and 3-pin plug and socket.
- Where a 3-phase power supply is used, a 4-wire cable and 4-pin plug and socket with ground connections must be used.
- Non-sparking tools must be used in areas where an ignition source exists.
- Power tool use outdoors, on roofs, in wet areas, or in areas with temporary wiring, a ground-fault circuit interrupter protection must be used.
- Safety devices and guards may not be removed and tools may not be modified or altered.

## MEDICAL AND FIRST AID REQUIREMENTS

### 4.6 First Aid and Medical Emergencies

Contractors are responsible for the provision of emergency medical treatment and transportation of any injured employee or subcontractor to the contractor's designated medical facility unless otherwise noted in the contract. The contractor is responsible for providing all necessary first aid supplies for its workers.

### 4.7 Accident and Injury Reporting

The general contractor is required to report all accidents and injuries for its employees and subcontractors. You must report to your PM and/or Superintendent immediately and a written incident report detailing the accident/

injury must be submitted to the EHSS department within 48 hours of occurrence (send to ContractorSafety@raytheon.com). Any OSHA required reporting is the responsibility of the contractor.

## SUBJECT SPECIFIC REQUIREMENTS

### 4.8 Cranes

If cranes are necessary for a project, you must coordinate with your PM and/or Superintendent to obtain approval. Obtaining permits required by Tucson Airport Authority is the responsibility of the contractor.

### 4.9 Hot Work Permits

Any hot work requires a hot work permit that must be requested at least 48 hours in advance before work can begin (see Contacts Directory). Requests are reviewed on a case-by-case basis. You must ensure you have appropriate fire watch for at least 60 minutes after the hot work, and the area must be monitored for an additional three hours after that.

Appropriate fire watch means assigning an individual who has the following responsibilities:

- a. *The fire watch ensures the hot work area is maintained in a fire-safe condition throughout the work and has the authority to stop the hot work if unsafe conditions are observed.*
- b. *The fire watch must understand the basic hazards of any combustible construction involved with the hot work area, the fire exposure hazard hot work creates to occupancies adjacent to/below the hot work operation, the hazards associated with the occupancy, and the need to maintain proper isolation of all hot work operations from combustible or flammable materials.*
- c. *The fire watch must receive classroom and hands-on training (FIR101) in the use of portable fire extinguishers and be familiar with site specific emergency notification procedures. The FIR101 course requirement applies only to RMS provided fire watch, contractors are expected to have equivalent requirements in their safety plan.*

*d. In the event of an emergency, the fire watch individual will follow fire reporting procedures as outlined on the back of the hot work permit.*

If hot work is performed in open areas where passers-by may be present, protective shielding must be used.

Failure to obtain a hot work permit or abide by its requirements is grounds for immediate job shutdown, reprimand, and potential removal of personnel from the site.

### 4.10 Impairment Work

Any impairment work must be coordinated through your PM and/or Superintendent and requires an Impairment Permit, which must be requested at least 48 hours in advance of work (see Contacts Directory).

### 4.11 Electrical Work

Live electrical work is prohibited unless deemed absolutely necessary (approval is extremely rare). If live electrical work is necessary, a Live Electrical Work Permit must be completed and provided to the PM and/or Superintendent in compliance with NFPA 70E (see Contacts Directory). Energized work must be approved and authorized by EHSS or Facilities director prior to work.

Barriers are to be utilized where personnel may be exposed to open boxes or live conductors.

Proper written LOTO procedures must be followed at all times. You are to inform your PM and/or Superintendent of your LOTO procedures.

### 4.12 Work on Roofs

If work is being performed on a roof, you must call Security Dispatch before and after going up (520-794-8313). Ensure proper fall protection practices are being utilized. See section 4.15 on Radio Frequency (page 16) for working near RF emitting antennas on rooftops.

### 4.13 Work on Elevators (Personnel, Freight, Dumbwaiter)

Technicians performing inspections and/or maintenance on any personnel, freight, or dumbwaiter elevators must sign their Elevator Log Book, which is kept in the elevator mechanical room or designated area (e.g., Schindler elevators do not have a mechanical room; log is kept in a wall-mounted box).



#### 4.14 Confined Space Entry

Any work requiring confined space entry must be coordinated with your PM and/or Superintendent. You are responsible for developing, implementing and maintaining a confined space entry program and must submit the program to your PM/Superintendent and EHSS for review. The PM/Superintendent will have information regarding where Raytheon confined spaces exist. All previously identified confined spaces are labeled. Contractors should also be aware if the type of work they are performing may create a confined space situation and follow all rules and responsibilities accordingly.

Contractors are responsible for:

- Calling Raytheon Security Dispatch (520-794-8313) before AND after entering any permit required confined space.
- Providing your PM and/or Superintendent and EHSS with the entering company's CSE program and training certifications for their employees entering the confined spaces prior to performing work.

#### 4.15 Radio Frequency

There are many types of RF transmitters on Raytheon sites, both indoor and outdoor. Outdoor antennas are located on many rooftops. If a rooftop antenna transmits with a high power, there will be a keep-out zone marked on the surface of the roof around the antenna. Some rooftop antennas do not have a keep-out zone because they do not transmit RF, or transmit at a very low level. Some rooftop antennas have an RF Caution sign that applies only when working aloft, such as on a ladder, beside an elevated antenna. Remain outside of these zones to prevent overexposure to RF. If you think that your work must be performed inside of a keep-out zone or on a ladder beside an elevated antenna, coordinate proper procedures with your PM and/or Superintendent.

There are outdoor RF testing ranges on the Tucson Airport site. Any work in these ranges must be coordinated with your PM and/or Superintendent for proper access and clearance to prevent RF exposure. You must also contact Raytheon Security Dispatch (520-794-8313) before AND after entry to these outdoor ranges.

#### 4.16 Laser Use

When utilizing lasers (e.g., transit levels) in your work area, ensure proper signage and barriers are in place to prevent any exposure to passers-by. Follow proper usage instructions for the laser equipment and ensure users are properly certified. The use of Class 3B and Class 4 lasers shall be reviewed by EHSS prior to being activated on-site. Coordinate with your PM and/or Superintendent for the planned use of Class 3B & 4 lasers.

#### 4.17 Explosives Safety and PSM

The Integrated Test Facility (ITF) contains high explosives and requires special training for access. Your PM and/or Superintendent can coordinate the required training for any work to be performed in the ITF area; unescorted privileges are only available for those who complete specified training. Due to the nature of work in the ITF, entry is highly controlled. There are specific areas where Raytheon escorts, special badging, and daily meetings prior to work (with Facilities and the ITF Explosives Safety team) are required. Contractors must adhere to all special requirements for ITF work.

If any hazards are recognized in the area while you are working (whether related to the scope of work or not), you must notify your PM and/or Superintendent and/or EHSS. Any incident or near-miss will require your participation in Raytheon's incident investigation process, whether you are directly involved or a witness to the incident.

#### 4.18 Hazardous Materials

All hazardous materials must be properly identified and labelled. Appropriate containers must be used for all chemical substances (e.g., fuel must be in a metal safety can versus a consumer plastic container).

By the 10th of each month, the prior month's actual chemical usage must be provided to your PM and/or Superintendent and EHSS. All chemical Safety Data Sheets must be available on-site.

##### 4.18.1 Hazardous Materials Release/Spill

In the event of a hazardous materials spill, immediately contact Security Dispatch with a follow-up call to your PM and/or Superintendent. Notify

them if any chemical has gone into any storm drains, storm channels, or sanitary sewer drains. Security will notify EHSS who will determine if regulatory emergency response is required. Any cleanup costs incurred will be the responsibility of the contractor. Contractors should have appropriate spill cleanup materials in any areas with chemical use (for smaller spills that do not require remediation). Proper disposal of any used spill kit materials are the responsibility of the contractor.

#### 4.18.2 Management of Specific Chemicals

**Paints:** No photochemically reactive solvents may be used on Raytheon sites.

**Pesticides:** Any pesticide use must be pre-approved by EHSS. Prior to work, notify your PM and/or Superintendent with the method of application, location for application, pesticide product being used, and anticipated dates/times of application. Mitigation measures will be coordinated accordingly.

**Refrigerants:** All contractors providing new refrigerant-filled equipment must do so IAW Raytheon Standard Specification: Section 220500 – Common Work Results for Plumbing, Section 230500 – Common Work Results for HVAC, Section 232300 – Refrigerant Piping; as well as any notes documented on construction drawings. Copies of documentation for any work performed requiring the transfer of refrigerant must be provided to your PM and/or Superintendent and EHSS. Form 22559RMS – Service Order, Control of Refrigerant Gases, must be completed and provided to your PM and/or Superintendent and EHSS. Your PM and/or Superintendent can provide you with any necessary forms. No refrigerant, refrigerant oil, or refrigerant-containing appliances shall be removed from Raytheon sites without prior approval. Any transfer of ownership of refrigerant-containing equipment must be coordinated through your PM and/or Superintendent and EHSS; Form 22578RMS – Statement of Refrigerant Appliance Condition must be completed by Raytheon and the buyer.

**Asbestos:** Contractors must not bring building materials containing asbestos onto Raytheon sites. Due to the age of Raytheon buildings, asbestos may be encountered on construction projects. Raytheon will provide an inventory of Asbestos Containing Building Materials (ACBM) for the building you are working in. Unless you are an asbestos abatement contractor, you are to

avoid disturbing ACBM. If suspect ACBM is encountered during your work that was not indicated on the inventory provided by Raytheon, stop work immediately and contact your PM and/or Superintendent. If ACBM needs to be removed prior to your work, your PM and/or Superintendent and EHSS will coordinate abatement efforts prior to you commencing work.

*Be aware that ACBM waste removed from Raytheon sites must be disposed of at a licensed special waste landfill. ACBM waste must be packaged and labeled per regulation for disposal prior to removal from the project area. Asbestos contractors and/or their PM and/or Superintendent must coordinate with the EHSS Chemical Waste Operations manager (520-794-4295) prior to shipping asbestos waste.*

**Lead:** Lead-based paint may also be present in some areas. Raytheon will inform you of any known areas of lead-containing surfaces and will be responsible for any abatement measures prior to construction work.

#### 4.18.3 Spent, Unused and Waste Hazardous Materials

It is the responsibility of the contractor to manage, pack, collect, transport and dispose of any hazardous material per RCRA regulation. You cannot dispose of any of these materials in Raytheon waste receptacles. At no point should any material be placed down storm drains, storm channels, or sanitary sewer drains.

Any hazardous materials generated from work on Raytheon-owned equipment will be the responsibility of Raytheon; contact your PM and/or Superintendent for coordination.

#### 4.19 Environmental Regulations

Raytheon Tucson sites operate under various environmental permits. Any questions or concerns regarding environmental issues may be directed to EHSS. Your PM and/or Superintendent can give you additional contact information if needed. If any work is seen not abiding by environmental regulation, work will be stopped until corrective measures are in place.

**All contractors are to abide by the site's permit requirements detailed below.**

#### 4.19.1 Air Quality — Dusts, Vapors, Fumes, Mists

Any activity that involves the release of significant quantities of dust, vapors, fumes, or mists must be approved by EHSS prior to work. If your work requires an activity permit from PDEQ, it is your responsibility to obtain the permit and provide a copy to your PM and/or Superintendent and EHSS for review.

Work generating large amounts of dust must have dust control measures in place. If dust control measures are not in place and work is generating clouds of dust, work may be stopped until control measures are implemented. If surrounding personnel are being exposed to activity generated dusts, the work will be stopped until properly mitigated.

Any concrete work that creates silica dust must also be controlled IAW 29 CFR 1926.1153 (with wet processes).

With the use of fuel-fired equipment, there is a requirement that opacity/visible emissions remain below 20% opacity (EPA Method 9). If the equipment has a high density of smoke exhaust that lasts beyond initial startup, the equipment must be shut down and repaired or removed from the site. If you have questions regarding this, contact EHSS for assistance.

#### 4.19.2 Stormwater and Sanitary Sewer

At no point should any material (liquid or solid) be discharged to any stormwater drain or channel, or any sanitary sewer drain. This is in direct violation of Raytheon's AZPDES and Industrial Wastewater permits with the state and county.

##### Unallowable activities:

- Rinsing vehicles, equipment, or work residues (such as metal filings, spilled material, equipment leaks, etc.)
- Storage of chemicals without proper containment (secondary containment must be able to hold 110% of the largest container)

If work residues are created, proper cleanup methods must be utilized to prevent contamination.

#### 4.19.3 Endangered Species — Pima Pineapple Cactus (PPC)

The Raytheon Tucson Airport location is the home of hundreds of Pima pineapple cacti, which is a listed endangered species with the Endangered Species Act. Work in open desert areas, along roadways, and on unpaved roads requires extreme caution to prevent the disturbance of the PPCs. Under the ESA, civil and criminal charges can be made against persons disturbing or harming an endangered plant species. Fines can be up to \$50,000/ incident and up to one year in prison. If you have work in any area with potential PPCs, EHSS and your PM and/or Superintendent can work with you to ensure the safety of the on-site cacti population. EHSS maintains maps of all PPC locations that can be referenced upon request.

#### 4.19.4 Recycling and Reuse

Raytheon is dedicated to reducing waste to landfill. We require our contractors to separate and recycle the following materials (at minimum):

- Scrap metal
- Cardboard
- Wood

Raytheon has two areas on the Airport site for recyclable materials with separate roll off bins for each material type. A map may be requested from your PM and/or Superintendent or EHSS. Upon coordination with your PM and/or Superintendent, Raytheon may provide bins for your work. This may be dependent upon location and quantity of materials produced.

Reusable items, such as doors, door hardware, fixtures, countertops, sinks, etc., are to be transported and delivered to building 819 (Salvage) for processing.

It is your responsibility to remove and manage all wastes generated by the project. All trash is your responsibility to remove from the site.

#### 4.19.5 Spoils Management for Trenching/Excavation Activities

The Raytheon Tucson Airport site is on the EPA's Superfund program's National Priorities List (NPL) for groundwater and soil contamination due to historical site uses. For this reason, spoils from any trenching or excavation type

work cannot leave the Raytheon site. All spoils must be managed according to various regulations and should be coordinated through EHSS and your PM and/or Superintendent for proper on-site relocation.

## 5.0 ACRONYMS

<b>ACBM</b>	Asbestos Containing Building Material
<b>ADOSH</b>	Arizona Division of Occupational Safety and Health
<b>AZPDES</b>	Arizona State Pollutant Discharge Elimination System
<b>CFR</b>	Code of Federal Regulations
<b>DOT</b>	Department of Transportation
<b>EHSS</b>	Environmental, Health, Safety and Sustainability
<b>EPA</b>	Environmental Protection Agency
<b>ESA</b>	Endangered Species Act
<b>F&amp;LS</b>	Fire and Life Safety
<b>IAW</b>	In Accordance With
<b>ISN</b>	ISNetworld
<b>NPL</b>	National Priorities List
<b>OSHA</b>	Occupational Safety and Health Administration
<b>PDEQ</b>	Pima County Department of Environmental Quality
<b>PM</b>	Project Manager
<b>PPC</b>	Pima Pineapple Cactus
<b>PPE</b>	Personal Protective Equipment
<b>RCRA</b>	Resource Conservation and Recovery Act
<b>VPP/PA</b>	Voluntary Protection Program/Participants' Association

## EMERGENCY TELEPHONE NUMBERS

All Tucson Sites	911
Raytheon Security Dispatch (Emergency)	520-794-8311

## NON-EMERGENCY CONTACTS

Raytheon Security Dispatch (Non-Emergency)	520-794-8313
EHSS Help Line and Fire and Life Safety	520-794-4347
EHSS Contractor Safety Email	<a href="mailto:ContractorSafety@raytheon.com">ContractorSafety@raytheon.com</a>
Work Requests — Hot Work, Impairments, Excavations, Electrical Shutdowns, etc.	<a href="mailto:RMSwebrequests@raytheon.com">RMSwebrequests@raytheon.com</a>
Hazardous Waste Operations Manager	520-794-4295
ISN Customer Service	800-976-1303; <a href="https://www.isnetworld.com/en/contact-us">https://www.isnetworld.com/en/contact-us</a>
Raytheon Contractor Documents and Templates	<a href="https://tandc.rms.raytheon.com/con-text/rms.sp?tableType=2&amp;docTypeId=F3F01C36-DC54-4FE3-93A3-0F79FE-BFD5F5&amp;bu=1&amp;isGeneric=1&amp;selectedDocType=Active&amp;pageName=RMS">https://tandc.rms.raytheon.com/con-text/rms.sp?tableType=2&amp;docTypeId=F3F01C36-DC54-4FE3-93A3-0F79FE-BFD5F5&amp;bu=1&amp;isGeneric=1&amp;selectedDocType=Active&amp;pageName=RMS</a>

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