

TEMPORARY JOBSITE SHUTDOWNS IN CONSTRUCTION

As the risk of a temporary jobsite shutdown looms, attention should be focused on reducing the risk potential of unoccupied jobsites. The following resource offers guidance on how to maintain site safety and security during extended periods of inactivity. Documentation, both written and photographs, are highly encouraged.

SITE SHUTDOWN EVALUATION

Project Material and Equipment Management Controls

Materials and equipment of value or susceptible to theft have been identified by site management. Copper, pumps, HVAC equipment, electronics, etc.

- All non-essential valuable equipment and materials are removed from the site.
- Planning for delivery of materials is stopped, held, or on a "just in time basis". Vendors, suppliers, subcontractors, etc.
- Materials and equipment of value left on site are inventoried and secured; unique markers and photos are documented. Serial numbers, logos, tags, etc.
- Keys, batteries, spark plugs, and other items which may prevent unauthorized use from equipment not able to be relocated are removed.
- Security protocols for off-site storage meet or exceed those for on-site.

Site Security Controls

- The project location has been evaluated for crime potential with local law enforcement. Review statistics, trends and capabilities of local law enforcement.
- A site specific security plan has been developed and includes continuous intermittent monitoring specific to the hazards.
- The site plan is implemented by site management and enforced. Assign and communicate specific security tasks to designated staff.
- Budget and resources have been allocated for security controls. Fencing, lighting, electronic surveillance, guard service, storage areas, etc., as needed.
- Cover any excavations or protect areas that could prevent an attractive nuisance.
- If the location is at high risk of flood, erosion control and drainage systems should be checked often to avoid overabundance of surface water.

High Risk Area Security Controls

- The site is fully fenced with privacy screen. Minimum 6' height, within 2" from ground.
- Fencing is constructed to restrict access only through designated gates.
- Fencing is maintained and adjusted as site conditions change.

High Risk Area Security Controls (continued)

- Gates are secured with tamper resistant locks during all non-working hours.
- Locks and keys are changed and inventoried on a regular basis.
- Access roads are secured to restrict vehicle movement during non-working hours.
- Warning signs are conspicuously posted on the fencing and access points. Met “No Trespassing”, “Keep Out”, etc.
- Site and building are well lit at night and installed to avoid “blinding”. Entry points, stair towers, main corridors, etc.
- Access is controlled for partially occupied buildings under construction. Restrict access to building occupants to construction zones.
- Parking areas are kept separate from secure areas.
- Electronic surveillance systems are in place. Motion activated sensors, window/door contacts, photo beams, etc.
- Electronic surveillance system is equipped with UL listed central station monitoring, includes audible and visual alarms with fail safe alarms (Loss of power, phone line or cellular signal).
- Central station and police response plans are developed, verified and tested. Include site management in response planning.
- Motion activated sensors are positioned at appropriate locations to identify intrusion. Building entry points, site access points, site perimeter, staging areas, office trailers, etc.
- Sensors are relocated as the construction site and conditions change.
- Sensors are periodically inspected and tested.

Water Intrusion Controls

- All potential sources of water intrusion have been identified. Domestic service, fire sprinkler service, weather, underground sources, surface water runoff, etc.
- All water lines are disconnected, drained, and locked out (as possible).
- All areas of possible pooling or ponding have been identified, such as pits, shafts, etc.
- Automatic pumps are in place with backup power, monitoring and safe discharge.
- A 24/7 Inclement Weather Monitoring and Action Plan has been developed. Includes 24 hour notification procedure, designated responsibilities, etc.
- A 24/7 Emergency Response Team (ERT) has been established. Includes designated responsibilities, supplies and training.
- Site security is in place to minimize potential water damage from unauthorized entry. Fencing, lighting, watchman service, motion activated alarms with central station monitoring, etc.
- Adequate heat or insulation is provided to prevent freezing of water pipes.

Water Intrusion Controls (continued)

- Interior floor penetrations are identified, sealed or water channeling system is provided. Caps, elevated sleeves, flashing, etc.
- Temporary dams or gutters are installed around large openings to prevent vertical flow. Stairwells, elevator shafts, etc.
- Areas with water sensitive equipment are identified and protected. Electrical rooms, communication centers, duct banks, etc.
- Electronic leak detection has been installed in critical locations. Elevators pits, shafts, stairwells, floor drains, etc.
- Electronic leak detection is monitored by central station with a response plan in place.
- Water flow devices or Building Management Systems (BMS) are installed on live water lines. Domestic Fire sprinkler, HVAC systems, etc.
- Water flow devices or BMS are monitored by central station with response plans.
- Low temperature alarms are installed to alert to cold temperatures.
- All windows and door openings are closed to protect interior finishes from weather.
- Temporary roofs are inspected for breaches or damage.
- Roof and interior drain systems are inspected and clear of debris.
- All water sources have been shut off and secured when possible.
- Flow alarm and leak detection systems have been armed.

Fire Protection Controls

- A site specific fire safety program has been developed in accordance with NFPA 241. NFPA 241: Standard for Safeguarding Construction, Alteration and Demolition Operations.
- The Fire Department has evaluated the site for response planning.
- Site and all sides of structure are clear. Fire Department has ready access. Access roads are not blocked and snow removal provided.
- Fire hydrants on site are charged and operational.
- Fire hydrants have protective barriers and are clear at all times, including snow removal.
- Fire standpipes are equipped with water flow alarms and centrally monitored for response. Valves are locked in the open position.
- Any sprinkler impairments are done in accordance with the Authority Having Jurisdiction.
- Active sprinkler systems are monitored by a central station alarm.
- Heat and ignition sources are completely disabled and disconnected from fuel sources.
- Fuel sources are removed from the site, or are disconnected if public utility.
- All electrical power is disconnected and locked out (as possible).