



**HEALTH AND SAFETY PLAN ADDENDUM  
HITEMAN LEATHER SITE  
REMEDIAL INVESTIGATION/FEASIBILITY STUDY  
WEST WINFIELD, NEW YORK**

Work Assignment No.: 032-RICO-02CG

Prepared for:

U.S. Environmental Protection Agency  
290 Broadway  
New York, New York 10007-1866

Prepared by:

CDM Federal Programs Corporation  
125 Maiden Lane - 5<sup>th</sup> Floor  
New York, New York 10038

EPA Work Assignment No.	: 032-RICO-02CG
EPA Region	: II
Contract No.	: 68-W-98-210
CDM Federal Programs Corporation	
Document No.	: 3220-032-PP-HASP-02564
Prepared by	: CDM FEDERAL PROGRAMS CORPORATION
Site Manager	: Pamela Philip
Telephone Number	: (212) 785-9123
EPA Remedial Project Manager	: Jack O'Dell
Telephone Number	: (212) 637-4256
Date Prepared	: November 7, 2001

300588

**HEALTH AND SAFETY PLAN FORM**

CDM FEDERAL PROGRAMS CORPORATION

CDM Federal Health and Safety Program

PROJECT DOCUMENT NO. 3220-032-PP-HASP-02564

PROJECT NAME	Hiteman Leather RI/FS	WORK ASSIGNMENT NO.	032-RICO-02CG	REGION II
JOBSITE ADDRESS	South Street	CLIENT:	EPA	
	West Winfield, NY	PROJECT NO.	3220-032	
SITE CONTACT	Lisa Campbell	CLIENT CONTACT:	Jack O'Dell	
PHONE NO.	(315) 822-5465	PHONE NO.	(212) 637-4256	

( ) AMENDMENT NO. 1 TO 3220-032-PP-HASP-01766 (January 23, 2001)

**OBJECTIVES OF FIELD WORK:**

The objectives of this field work include sampling of soil, sediment, surface water, groundwater, fish tissue, and leather hides that are buried in the soil. These activities are part of a remedial investigation, and will be used to support site decisions. The soil, sediment, surface water and groundwater sampling activities will be performed using the Hiteman Leather Final HASP (January 23, 2001). The leather hides sampling will be performed using the same methods and safety precautions as for the soil sampling activities in the Final HASP. Fish tissue sampling is addressed in this HASP Addendum and safety information is included in the attached Activity Hazard Analysis. The fish sampling will be performed using an electroshocker, with a contingency plan to use a small, non-motorized boat.

**CDM FEDERAL HEALTH AND SAFETY PROGRAM MANUAL**

The CDM Federal Health and Safety Program Manual includes a full description of required training in Section 4, site communications in Section 5, and HAZCOM in Sections 4 and 11. A copy of the CDM Federal Health and Safety Program Manual will be maintained on site at all times. The CDM Federal Health and Safety Program Manual is readily available in both hard copy and electronic versions off the CDM Federal Health and Safety website at: <http://fednet/H&S/H&s.htm>

TYPE: Check as many as applicable

( ) Active	( ) Landfill	( ) Unknown
(X) Inactive	( ) Uncontrolled	( ) Military
( ) Secure	(X) Industrial	(X) Other: Lagoons
(X) Unsecure	( ) Recovery	
( ) Enclosed space	( ) Well Field	

SURROUNDING POPULATION: (X) Residential ( ) Industrial (X) Rural ( ) Urban ( ) OTHER:

300589

CDM Federal Health and Safety Program

FIELD ACTIVITIES COVERED UNDER THIS PLAN				HAZARD		
TASK DESCRIPTION/SPECIFIC TECHNIQUE-STANDARD OPERATING PROCEDURES/SITE LOCATION(Attach additional sheets as necessary)	Type	Primary	Contingency	SCHEDULE		
				Hi	Med	Low
1 Fish Sampling	Intrusive	A B C <u>D</u>	A B <u>C</u> D	Hi	Med	Low
	Non-intrusive	<u>Modified</u>	Exit Area	(Low chemical hazards, but high physical hazards).		
2	Intrusive	A B C D	A B C D	Hi	Med	Low
	Non-intrusive	Modified	Exit Area			

PROTECTIVE EQUIPMENT: Specify by task. Indicate type and/or material as necessary. Use copies of this sheet if needed.

BLOCK A TASKS: 1 (X) Primary  
 LEVEL: D - Modified ( ) Contingency

**Respiratory:** (X) Not Needed  
 ( ) SCBA, Airline:  
 ( ) APR:  
 ( ) Cartridge:  
 ( ) Escape Mask:  
 ( ) Other:

**Head and Eye:** ( ) Not Needed  
 (x) Safety Glasses:  
 ( ) Face Shield:  
 (x) Goggles:  
 ( ) Hard Hat:  
 ( ) Other:

**Boots:** ( ) Not Needed  
 (x) Boots: Leather steel-toed work boots  
 (x) Overboots: Hip or chest waders  
 ( ) Rubber:

**Prot. Clothing:** (x) Not Needed  
 ( ) Encapsulated Suit:  
 ( ) Splash Suit:  
 ( ) Apron  
 ( ) Tyvek Coverall:  
 ( ) Saranex Coverall:  
 ( ) Cloth Coverall:  
 ( ) Other:

**Gloves:** ( ) Not Needed  
 (x) Undergloves: Latex/Nitrile - while on-shore  
 (x) Gloves: Electrician's gloves  
 ( ) Overgloves:

(x) Other - specify below:  
Personal flotation device (PFD)

FIRE EXTINGUISHER AND FIRST AID KIT ARE REQUIRED ON-SITE.

Personalized Decontamination  
 If level C PPE is required, respirators will be selected, used, decontaminated, and stored in accordance with the CDM H&S Manual, as based on OSHA 29CFR1910.134.

The Personal decontamination station will move from location to location based upon the work site.

Wash hands and face with soap and water upon doffing personal protection equipment. Wash well before hand-to-mouth contact is made. Personnel will remove protective equipment in this order:

- Equipment drop
- Hard hat
- Boot covers (Hip or chest waders)
- Outer gloves
- Respirator
- Inner gloves
- Face and hand wash

Notes:  
 1. REMOVE HIP OR CHEST WADERS BEFORE WASHING HANDS.  
 2. WASH HANDS AND FACE PRIOR TO ANY INGESTION OF FOOD OR LIQUIDS.  
 3. NO EATING, DRINKING, OR SMOKING ALLOWED IN WORK AREAS.

The Site Health and Safety Officer in conjunction with the Health and Safety Manager has the authority to upgrade and downgrade the level of PPE.

**ACTIVITY HAZARD ANALYSIS**

## ACTIVITY HAZARD ANALYSIS

[1] AHA No.: 3220-032-02			
[2] Work Location: Hiteman Leather Site, West Winfield, New York			
[3] Task Title: Remedial Investigation Field Activity			
[4] Work Phase:		[5] List Work Groups Needed for Each Phase	
Field Activity 2: Fish Sampling using electroshocker. Contingency plan includes use of a small, non-motorized boat.		Field Team	
This AHA shall be reviewed annually or as requested by the workers, supervisors, and/or safety representatives.			
[6] Activity Steps	[7] Work Groups	[8] Hazards	[9] Hazard Controls (Engineered, Operational, Documents, PPE, Qualifications)
Fish Sampling using Electroshocker	Field Team	Environmental Protection	<ul style="list-style-type: none"> <li>• Keep area clean and any contaminated equipment in sealed decon area.</li> </ul>
		Housekeeping	<ul style="list-style-type: none"> <li>• All site areas will be kept clean and free of trash and other debris</li> <li>• All trash will be properly containerized and removed or staged daily.</li> </ul>
		Equipment Inspection	<ul style="list-style-type: none"> <li>• Prior to use, all flow meters, electroshockers and related equipment will be inspected by health and safety officer or designee.</li> <li>• All flow meters and support equipment will be inspected daily and documented by the equipment operator.</li> <li>• Check wires for fraying. Repair frayed wires etc., as necessary.</li> </ul>
		Unauthorized operation	<ul style="list-style-type: none"> <li>• Only trained and authorized personnel will operate and/or assist in sampling operations.</li> </ul>

300592

### ACTIVITY HAZARD ANALYSIS

[6] Activity Steps	[7] Work Groups	[8] Hazards	[9] Hazard Controls (Engineered, Operational, Documents, PPE, Qualifications)
Fish Sampling using Electroshocker, cont.	Field Team, cont.	Equipment Use - Electroshocker	<ul style="list-style-type: none"> <li>• All personnel must receive orientation on equipment and procedures.</li> <li>• Electroshocker controller must have ultimate control of the power source. Personnel must be aware of the location and operation of kill switch.</li> <li>• Proceed upstream at a slow pace. Do not chase the fish.</li> <li>• Do not shock constantly, it is preferable to shock for a few seconds, stop shocking while continuing to move, and then begin shocking again.</li> </ul>
		Eye injury	<ul style="list-style-type: none"> <li>• Safety glasses will be required during sampling.</li> <li>• Do not rub eyes.</li> <li>• Do not put pencil, etc. in mouth.</li> </ul>
		Foot injury	<ul style="list-style-type: none"> <li>• Leather steel-toed boots will be required.</li> <li>• Hip or chest waders will be required to enter the stream.</li> </ul>
		Hand injury	<ul style="list-style-type: none"> <li>• Electrician's gloves will be worn during routine sampling activities.</li> </ul>
		Slips/trips	<ul style="list-style-type: none"> <li>• Slippery conditions will be avoided.</li> <li>• Avoid steep stream banks.</li> <li>• Avoid swift flowing currents.</li> <li>• Extreme caution must be taken on slick and uneven terrain.</li> <li>• Walkie-talkies will be carried at all times.</li> <li>• Personnel in danger of falling should shout so electroshocker controller can apply kill switches or raise electroshock equipment from the water.</li> <li>• Falling electroshocker controller should attempt to keep electroshock equipment out of water or throw it in a direction away from staff.</li> </ul>

300593

### ACTIVITY HAZARD ANALYSIS

[6] Activity Steps	[7] Work Groups	[8] Hazards	[9] Hazard Controls (Engineered, Operational, Documents, PPE, Qualifications)
Fish Sampling using Electroshocker, cont.	Field Team, cont.	Drowning	<ul style="list-style-type: none"> <li>• The buddy system must be followed at all times.</li> <li>• All personnel must wear personal flotation devices (PFDs) when in water.</li> <li>• Use a tagline securely tied for pulling personnel out of water if necessary.</li> <li>• Wear well-fitted hip or chest waders.</li> <li>• Beware of and watch for rapid rises in river stage when wading.</li> <li>• For better stability stand with legs apart and aligned to stream flow.</li> <li>• Leave water carefully if stream flow becomes too rapid.</li> </ul>
		Fire prevention	<ul style="list-style-type: none"> <li>• Vehicles will contain at least one ABC type fire extinguisher.</li> <li>• Fire extinguishers will be fully charged and inspected weekly.</li> <li>• Handle gasoline with care.</li> </ul>
		Adverse weather conditions	<ul style="list-style-type: none"> <li>• End sampling and immediately exit water during electrical storm or other adverse weather conditions.</li> </ul>
		Electrical shocking	<ul style="list-style-type: none"> <li>• Do not use electroshocker during electrical storm or periods of heavy rainfall.</li> <li>• All personnel must wear rubber boots and electrician's gloves while conducting electrofishing activities.</li> <li>• At least two members of the crew must have CPR and First Aid training, and be familiar with procedures for aiding drowning and shock victims.</li> <li>• Verify that people, livestock, or pets are not in the water either upstream or downstream from the sampling site.</li> <li>• Sampling or other personnel must not reach into the water for any reason while electrosystem is operating.</li> <li>• The electroshocker must be turned off immediately if a person falls in the water.</li> </ul>

300594

### ACTIVITY HAZARD ANALYSIS

[6] Activity Steps	[7] Work Groups	[8] Hazards	[9] Hazard Controls (Engineered, Operational, Documents, PPE, Qualifications)
Decontamination	Field Team	Hand injury	<ul style="list-style-type: none"> <li>• Nitrile gloves must be worn during decontamination processes.</li> </ul>
		Chemical spills	<ul style="list-style-type: none"> <li>• Contain spill and use proper procedures to clean and dispose of chemicals.</li> <li>• Change gloves frequently to avoid skin contact with chemicals.</li> </ul>
		Eye injury	<ul style="list-style-type: none"> <li>• Safety glasses must be worn during decontamination processes.</li> </ul>
Fish Sampling from non-motorized boat	Field Team	Equipment check	<ul style="list-style-type: none"> <li>• Inspect for full charge on fire extinguisher.</li> <li>• Check for valid dates on flares.</li> <li>• Check for wear and tear on paddles, lines, throw bag, flotation cushions and PFDs.</li> </ul>
		Capsizing	<ul style="list-style-type: none"> <li>• Give all other boats the right of way.</li> <li>• Maintain a safe speed.</li> <li>• If boat should capsize, stay with boat and climb back in if possible.</li> <li>• Use flare gun or radio for help in deep water, walk to river bank and call for help in shallow water (&lt;5 ft. deep).</li> </ul>
		Man over-board	<ul style="list-style-type: none"> <li>• Maintain a safe speed.</li> <li>• Stay seated while boat is in motion.</li> <li>• Wear PFDs at all times.</li> <li>• If man falls over-board, yell "Man over-board" and throw out a safety line and flotation cushion.</li> <li>• Notify shore team if necessary.</li> </ul>
		Sinking	<ul style="list-style-type: none"> <li>• Try to plug hole.</li> <li>• Head immediately to river bank.</li> <li>• Notify shore team if necessary.</li> </ul>

300595



### ACTIVITY HAZARD ANALYSIS

[6] Activity Steps	[7] Work Groups	[8] Hazards	[9] Hazard Controls (Engineered, Operational, Documents, PPE, Qualifications)
Fish Sampling from non-motorized boat, cont.	Field Team	Fire onboard	<ul style="list-style-type: none"> <li>• No lighted materials are allowed on board.</li> <li>• In case of fire, use fire extinguisher, and notify shore team.</li> <li>• If necessary, abandon ship.</li> </ul>
		Stranding (mudflats or sandbars)	<ul style="list-style-type: none"> <li>• Avoid sandbars and mudflats and be aware of their location at all time.</li> <li>• If stranding occurs, use oars/poles to push the boat off, or wait for tide to change.</li> <li>• Notify shore team if necessary.</li> </ul>
		Injured crew member	<ul style="list-style-type: none"> <li>• Make sure boat is thoroughly secured to docking area.</li> <li>• Assist injured or sick crew member to river bank.</li> <li>• If necessary, notify EMS and wait for them to arrive.</li> </ul>

### ACTIVITY HAZARD ANALYSIS

[10] Attachments			
Document Type	Document Number	Applies to Work Group	For Work Step(s)/Phase(s)
Comments:			
[11] References:			
Document Type	Document Number	Applies to Work Group	For Work Step(s)/Phase(s)
CDM Federal's Health and Safety Program Manual	NA (dated August 2000)	All	All
Hiteman Health and Safety Plan	3220-032-PP-HASP-01766	All	All
Hiteman Health and Safety Plan Addendum	3220-032-PP-HASP-02564	All	All
Hiteman Final Quality Assurance Project Plan	3220-032-PP-QAPP-01681	All	All
Hiteman Draft Quality Assurance Project Plan Addendum	3220-032-PP-QAPP-02407	All	All

300597

### ACTIVITY HAZARD ANALYSIS

[12] RAC II Team Approvals		a. Print Name	b. Signature	c. Date
1	Health and Safety Manager	Charles J. Myers	<i>Charles J. Myers</i>	11/07/01
2	Site Supervisor			
<b>[13] Change Summary</b>				
[6] Activity Steps	[7] Work Groups	[8] Hazards	[9] Hazard Controls (Engineered, Operational, Documents, PPE, Qualifications)	
[14] RAC II Team Approvals		a. Print Name	b. Signature	c. Date
1	Health and Safety Manager			
2	Site Supervisor			
3				

300598

**ACTIVITY HAZARD ANALYSIS**

**PRE-JOB BRIEFING ATTENDANCE**

<b>AHA No:</b> 3220-032-02	<b>Job Title:</b> AHA for Fish Sampling Field Activities	<b>Date:</b>
<b>Field Team Leader:</b> Lisa Campbell, CDM Federal	<b>Performer Organization:</b> CDM Federal/ TAMS	<b>Time:</b>
The following personnel have read and fully understand the contents of this Activity Hazard Analysis, and agree to work within the scope of work and follow the work controls described in the briefing.		
<b>Signature</b>	<b>Badge No. or SSN</b>	<b>Organization</b>