WELCOME TO LOCKHEED MARTIN
Missiles and Fire Control (MFC)

At Lockheed Martin MFC, safety is our first priority!
We are committed to providing a safe work environment for our employees, contractors and the community.

For your protection, it is vital that you observe all ESH and Security guidelines and policies while you are on Lockheed Martin MFC property.
Overview

• ESH Policy Statement
• Purpose
• Facilities Protection Requirements
• Prohibited Items
• Environmental Requirements
• Safety and Health Requirements
• Contractor ESH Orientation
• Contractor ESH Orientation Forms
ESH Policy Statement

The Lockheed Martin Missiles and Fire Control (LMMFC) Environmental, Safety and Health (ESH) Policy is to operate our facilities in a regulatory compliant, responsible manner that protects the environment and surrounding communities, commits to pollution prevention and prevention of occupational injury and health, conserves natural resources, and provides a safe and healthful workplace for employees, contractors, and visitors.
Purpose

To provide LMMFC contractors and subcontractors with an awareness of Facilities Protection and Environmental, Safety and Health requirements.

The Contractor is responsible for conducting a site specific Contractor ESH Orientation for their employees and subcontractor employees based on the specific work to be performed as required by the ESH Contractor Manual prior to commencing work activities on LMMFC premises.
Facilities Protection Requirements

• Observe posted emergency evacuation maps.
• Supervisors and contractor employees shall be familiar with the evacuation routes in their work areas.
• If an alarm sounds, follow any verbal instructions and immediately evacuate the facility.
• Contractors are responsible to account for all of their employees in the event of an emergency.
• In case of severe weather, observe both posted and verbal weather information and warnings.
• **DO NOT** re-enter an evacuated facility until instructed to do so by LMMFC Security or LMMFC ESH.
• Dial the emergency contact number provided to you to report any ESH or Security emergencies while on LMMFC property.

*(For site-specific Contact Information, refer to the Emergency Contact Information section of the LMMFC ESH Contractor Manual)*
Prohibited Items

• Cameras and/or recorders
• Devices designed to intercept aural (Oral) or electronic communications
• Devices designed to conduct electronic surveillance
• Weapons
• Explosive devices
• Fireworks
• Illegal drugs and drug paraphernalia
• Alcoholic beverages
• Gambling equipment and paraphernalia
• Tobacco products to include any product including, but not limited to, cigarettes, e-cigarettes, cigars, cigarillos, pipes, chewing tobacco or snuff.

**NOTE:** This list is not intended to be all inclusive

Entry onto Lockheed Martin MFC property acknowledges your consent to allow reasonable search of yourself, your personal property, your vehicle, and any packages or parcels that you have in your possession.
Environmental Requirements

• Each chemical brought on-site by the Contractor shall be approved by the LMMFC ESH Office prior to use.
• All hazardous materials and chemicals brought on-site shall be accompanied by a Safety Data Sheet (SDS).
• Water discharges, including outdoor run-off, and waste disposal shall be coordinated with a Lockheed Martin Missiles and Fire Control (LMMFC) Contract Monitor or Representative.
• Contractors are responsible for disposing of non-hazardous waste/construction debris.
• **DO NOT** dispose of any chemical on the ground, pour into sinks, drains or trash receptacles.
• **DO NOT** dispose of any chemicals, chemically soiled material, batteries, fluorescent tubes, lamp, incandescent light bulbs, light ballasts, electronic waste, e-waste or petroleum products in any trash container. Contact the ESH department for disposal of all chemical and electronic waste.
• **DO NOT** store chemicals and electronics outside without proper cover, adequate secondary containment and assure that chemicals and electronics are protected from contact with precipitation.
Environmental, Safety and Health
Contractor Orientation

Environmental Requirements

Contractors are required to:

• Report the total amount of waste generated from construction activities to their LMMFC Contract Monitor.
• Ensure suspected lead-containing material is tested before abatement.
• Minimize odor impact on roofs / near intakes / near employees (*Work on off-shifts or weekends may be necessary*)
• Follow recycling best practices (paper, metals, cardboard, etc.)
• Immediately report any spills to the site emergency number
• **DO NOT** bring ozone depleting chemicals on-site
• **DO NOT** dig, trench or remove soil without ESH approval
Safety and Health Requirements

• Follow all applicable local, state and federal regulations, statutes and laws as well as LMMFC site specific rules and regulations.
• Obey all posted signage (e.g., safety glasses required, safety shoes required, etc.).
• Provide employees with PPE appropriate for the job being performed.
• Fully closed shoes are required to be worn by all employees. Safety shoes shall wear foot protection when exposed to foot hazards from sharp objects and impact.
• Follow all posted signage and DOT regulations for safe vehicle operation to include the use of seatbelts, turn signals, adhering to posted stop signs and pedestrian right-of-way signs, etc.
• Watch for pedestrians and Powered Industrial Trucks (PITs).
Safety and Health Requirements

• The use of Electronic Devices such as:
  ✓ Cell phones ✓ Electronic tablets ✓ Personal digital assistants ✓ Laptop computers
  ✓ Smart phones ✓ E-readers ✓ Notebook computers ✓ Global positioning systems (GPS)

...and similar devices, whether provided for LMMFC business or personally-owned are prohibited while operating:
  ✓ Cars ✓ Bicycles
  ✓ Rental/leased vehicles ✓ Forklifts
  ✓ Trucks, Motorcycles ✓ Personal burden carriers
  ✓ Scooters ✓ Tugs
  ✓ Golf carts ✓ Water vessels

...and any other vehicle while on LMMFC premises, unless the vehicle is parked in a safe and legal location or a hands-free device is used.

NOTE:
Use – Includes but is not limited to texting, emailing, reading messages, dialing numbers, taking or transmitting images, playing games, programming a GPS or any other operations that require the user to hold the device or could create a distraction.
Safety and Health Requirements

- Driving Utility Carts inside buildings shall have an audible alarm and/or caution beacons (As equipped) turned on when in motion.
- Headlights must be used when driving from dusk until dawn.
- Daily Burn (Hot Work) Permits are required for work involving cutting, welding, burning, blazing, torching, grinding, soldering or use of any type of open flame and/or spark-producing equipment.
- Hot work permits will not be issued for areas where there are active sprinkler system impairments.
- Confined Space entries and Lockout/Tagout implementations shall be coordinated with LMMFC ESH, Facility maintenance and/or LMMFC Contract Monitor prior to entry or work being performed.
- The contractor Supervisor shall report all injuries to the LMMFC Contract Monitor and Security, no matter how minor the injury may seem.
Safety and Health Requirements

• In the event of an incident and/or injury, copies of resulting investigation reports shall be provided to LMMFC ESH Office.

• If you are visiting or working at an explosive production facility, you should be aware of all additional safety requirements:
  – No matches, lighters or other sparking devices are allowed
  – The use of cellular or wireless telephones and/or two-way radios are prohibited.
LOCKHEED MARTIN
Missiles and Fire Control (MFC)
Contractor ESH Orientation
The Contractor shall conduct a site-specific Contractor Safety Orientation based on the work to be performed. The ESH Orientation must be completed before commencing work activities on LMMFC premises. Refer to the provided ESH Contractor Manual for more details.

Table of Contents

- Emergency Contact Information ................................................................................... 4
- Introduction .................................................................................................................. 8
- Applicability ................................................................................................................ 8
- ESH Policy Statement .................................................................................................. 8
- Emergencies and Security ............................................................................................ 9
  - General Evacuation .................................................................................................... 9
  - Medical Emergencies ................................................................................................. 10
  - Emergency Procedures ............................................................................................... 11
- General Information ...................................................................................................... 12
  - ESH Contractor Program .......................................................................................... 12
  - Contractor Management ............................................................................................. 15
  - Contractor Inspections ............................................................................................... 15
  - ESH Training ............................................................................................................. 16
  - Your Rights and Responsibilities .............................................................................. 17
  - Enforcement Policy .................................................................................................... 19
- Environmental .............................................................................................................. 19
  - Air Emissions ............................................................................................................. 19
  - Soil Disturbances ....................................................................................................... 20
  - Ground Water Impacts ............................................................................................... 20
  - Erosion and Sediment Control Measures ................................................................. 21
  - Waste: Hazardous, Sanitary and Solid ..................................................................... 22
  - Hazardous Waste ...................................................................................................... 22
  - Solid and Sanitary Waste ........................................................................................... 23
  - Water Resources ....................................................................................................... 24
  - Storm Water Pollution Prevention Plan ..................................................................... 25
  - Natural Resources ...................................................................................................... 26
- Safety and Health ........................................................................................................... 27
  - Health and Safety Plan (HASP) ................................................................................. 27
  - Asbestos ...................................................................................................................... 28
  - Compressed Gas Cylinders ....................................................................................... 30
  - Confined Space Entry ................................................................................................ 32
  - Cranes and Hoisting Operations ............................................................................... 34
  - Electrical Safety ........................................................................................................ 36
  - Overhead Power Lines ............................................................................................... 39
  - Energy Controlled Procedures (LO/TO) .................................................................. 40
  - Explosives .................................................................................................................. 42
  - Blasting ....................................................................................................................... 42
  - Process Safety Management ...................................................................................... 42
  - Fall Protection ............................................................................................................ 43
  - Fire Sprinkler Impairment ......................................................................................... 45
  - Flammable, Combustible and Toxic Materials ............................................................ 46
- Hazard Communication/Safety Data Sheets (SDS) ....................................................... 47
- Historical and Archeological Resources ...................................................................... 48
- Hot Work ....................................................................................................................... 48
- Housekeeping and Material Storage ............................................................................ 50
- Indoor Air Quality ........................................................................................................ 51
- Radiation ....................................................................................................................... 52
- Ionizing Radiation ....................................................................................................... 52
- Non-ionizing Radiation (Lasers) ................................................................................ 52
- Machinery Guarding .................................................................................................... 53
- Hand and Power Tools ................................................................................................. 54
- Powder Actuated Tools ............................................................................................... 55
- Use of Lockheed Martin Equipment ............................................................................ 56
- Equipment Start-Up Safeguards .................................................................................. 57
- Painting and Spray Painting ....................................................................................... 59
- Paint Containing Lead .................................................................................................. 60
- Personal Protective Equipment .................................................................................... 61
  - Eye Protection ............................................................................................................ 61
  - Hearing Protection ..................................................................................................... 62
  - Foot Protection .......................................................................................................... 62
  - Hand Protection ......................................................................................................... 63
  - Head Protection ......................................................................................................... 64
  - Respiratory Protection ............................................................................................... 65
- Portable/Fixed Ladders ................................................................................................. 66
- Roofing Operations ....................................................................................................... 68
- Sandblasting .................................................................................................................. 69
- Scaffolds ....................................................................................................................... 70
- Aerial and Scissor Lifts ................................................................................................. 72
- Excavation and Trenching ............................................................................................ 74
- Utility Shutdown ........................................................................................................... 76
- Vehicle Operations and Powered Industrial Trucks .................................................... 77
- Warning Signs and Barricades ..................................................................................... 79
- Working Alone ............................................................................................................. 80

APPENDIX A - Terms and Definitions ............................................................................ 81
APPENDIX B - Acronyms ................................................................................................. 82
APPENDIX C - References ............................................................................................... 82
APPENDIX D – Third Party User Loaned Tool / Equipment Indemnity Agreement ....... 83
APPENDIX E - Contractor ESH Orientation ................................................................. 84
  - Form - 1 .................................................................................................................... 85
  - Form - 2 .................................................................................................................... 86
APPENDIX F - ESH Contractor’s Revision History .......................................................... 87
Contractor ESH Orientation Forms

The Contractor shall maintain written proof of the Contractor ESH Orientation reviews by completing Form 1 and 2 provided as part of this package.

Return completed forms to the LMMFC Contract Monitor before commencing work activities and upon request by the LMMFC ESH Office.

Contact the LMMFC Contract Monitor, ESH Office representative or refer to the Emergency Contact Information section of the ESH Contractor Manual for site specific questions.