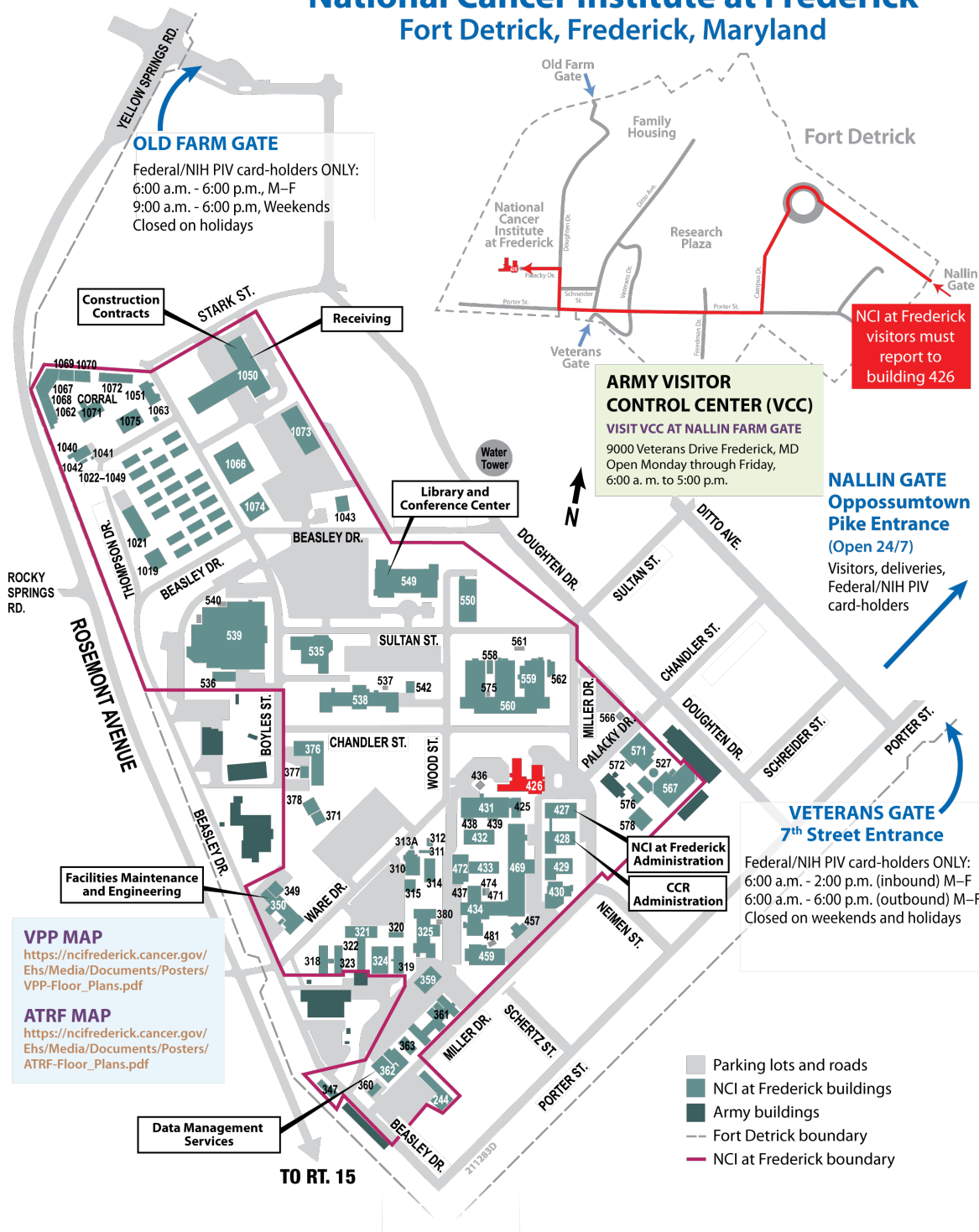


# National Cancer Institute at Frederick Fort Detrick, Frederick, Maryland



# Safety Information for Subcontractors to NCI at Frederick

While you are a subcontractor at the National Cancer Institute at Frederick (NCI at Frederick) and Frederick National Laboratory for Cancer Research (FNLCR) facilities, your safety and that of your employees is important to us.

This brochure is provided to assist you in understanding the hazards and policies while working at the NCI at Frederick.

The information provided applies to all subcontractors (including vendors and offerors) and is not all-inclusive of the health, safety, or environmental requirements while working at the NCI at Frederick/FNLCR facilities.

Subcontractors must, at all times, remain entirely responsible for the actions and health and safety of its employees while on-site at any NCI at Frederick/FNLCR facility.\*

\*Nothing in this brochure shall confer from NCI at Frederick the responsibility for overseeing the safety and compliance of contracted employees.



## NCI at Frederick/FNLCR Access

- Installation badges issued by the Army at Ft. Detrick must always be worn. Installation badges allow gate access and entry to the NCI at Frederick/FNLCR main campus facility.
- Report to Building 426 upon entry to NCI at Frederick/FNLCR main campus for a visitor's pass or visitor's card.
- Report to the front desk at offsite NCI at Frederick/FNLCR facilities for a visitor's pass or visitor's card.
- Visitor's passes and visitor's cards are valid for one day.
- Visitors must be sponsored by their Point-of-Contact.
- Visitor's may not enter locked areas without proper arrangements.
- Arrangements for area entry to locked areas can be coordinated with the Point-of-Contact and/or Security & Emergency Services (SES).

## Emergencies

- Dial 911 in case of an emergency (fire, chemical, spill, or medical).
- Evacuate to pre-established assembly areas if an alarm sounds.
- Shelter/secure in place if the Army's outdoor warning system sounds.
- Report all incidents to your Point-of-Contact when they occur.
- Notify SES of all incidents after hours.

## NCI at Frederick/FNLCR Phone Numbers

- |                               |                         |
|-------------------------------|-------------------------|
| • Emergency                   | 911                     |
| • EHS Main Campus             | 301-846-1451            |
| • EHS ATRF                    | 301-846-7591            |
| • FME                         | 301-846-1068            |
| • Protective Services Main    | 301-846-1091            |
| • Protective Services ATRF    | 301-228-4901            |
| • Ft Detrick Visitor Center   | 301-619-0101            |
| • Wedgewood                   | 301-732-8200            |
| • Vaccine Pilot Plant         | 301-228-4083            |
| • Frederick Memorial Hospital | 240-566-3300            |
| • Get NIXLE Alerts            | Text "FNLCR" to 888-777 |

## 1 REGULATORY REQUIREMENTS

- Subcontractors who work at the NCI at Frederick/FNLCR facilities must always comply with all applicable federal, state, and local safety directives, requirements, rules, regulations, laws, and ordinances.

## 2 HAZARDS

- The NCI at Frederick/FNLCR is a biomedical research and development facility. Biological, chemical, radioactive, physical, industrial, and general safety hazards are common.
- Signage is posted throughout the facilities and must always be observed.
- Areas of the NCI at Frederick/FNLCR facilities that are known to contain asbestos or lead are inventoried by the Leidos Biomed Environment, Health, and Safety Directorate (EHS). All precautionary statements at posted locations must be observed. Never disturb suspect asbestos or lead-coated material.
- There are over 1,000 confined spaces at the NCI at Frederick/FNLCR facilities. Observe signage and only enter confined spaces in accordance with Occupational Safety and Health Administration (OSHA) Standards and EHS Requirements.

## 3 MULTI-EMPLOYER WORKPLACE

- The NCI at Frederick/FNLCR campus is a multi-employer workplace by OSHA definition.
- Leidos is established as the controlling employer through contractual agreements and other mechanisms.
- Employers who create hazards must correct them.
- Employers must not expose other employers to the hazards that they create.

## 4 EHS REQUIREMENTS

- Subcontractors who work at the NCI at Frederick/FNLCR facilities must assess the risks associated with all of their activities.
- An OSHA-compliant safety plan must be in place.
- Where high-risk activities are involved, Leidos Biomed must first review and accept subcontractor safety plans before the work begins.
- EHS Requirements and Safety Plan information are provided on the Subcontractor Safety website.

## 5 ORIENTATION

- All subcontractors working at the NCI at Frederick/FNLCR facilities must complete an online Safety Orientation annually and before mobilizing to work.
- Construction Project Personnel must take the Construction version of the Orientation, in either English or Spanish.
- Facilities Maintenance Personnel must take the Facilities version of the Orientation, in either English or Spanish.
- Laboratory Vendors must take the Laboratory version of the Orientation.
- Access to the Orientations is via the Subcontractor Safety website.

## 6 MINIMUM PPE

- Subcontractors who visit NCI at Frederick/FNLCR laboratories must wear a lab coat (or equivalent with long sleeves), ANSI-approved safety glasses, long pants, and closed toe shoes.
- Construction workers must wear hard hats, safety glasses, and safety-toe shoes at all times in construction areas.
- Additional PPE may be expected to be worn based on the hazards from the tasks to be performed.

## NCI at Frederick/FNLCR Subcontractor Safety Website

- <https://ncifrederick.cancer.gov/ehs/Safety/Construction/Default.aspx>

