FOUR PEAKS
ENVIRONMENTAL
Science & Data Solutions

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4/1/2019

Ron Twiner
Operations Project Manager
U.S. Army Corps of Engineers
The Dalles Lock and Dam
P.O. Box 564
The Dalles, OR 97058-0564

Re: Request for Access

Dear Mr. Twiner:

This letter is a request for access to the adult fish ladder counting facilities at The Dalles Dam in 2019. Four Peaks Environmental Science & Data Solutions (Four Peaks) has been contracted by the U.S. Army Corps of Engineers (USACE) to manage the USACE Adult Fish Counting Program at the USACE Snake and Columbia River dams for 2019. This research is being funded by USACE and is detailed in contract No. W912EF19C0002. The purpose of this letter is to describe our anticipated activities and needs at The Dalles Dam to meet contract requirements.

Fish counting will occur at the dam's two fish ladders located on the north and south sides of the Columbia River. Full-time access is needed to these facilities to meet research requirements.

Chris Peery is the COTR for this contract, managed from the Walla Walla District, and Bob Wertheimer is coordinating activities at Portland District Projects, including Bonneville, The Dalles, and John Day dams. We have coordinated with Erin Kovalchuk and Jeff Randall, and will continue to work closely with them and Project staff to minimize our impacts on operations. We have attached to this letter:

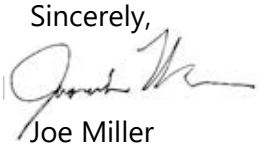
1. Project work plan
2. Project impact statement
3. Activity hazard analysis and job hazard analysis
4. Personnel and vehicle list

For this project, we will not be handling fish that require state or federal permits.

This letter serves as a written request to the USACE to conduct this research at The Dalles Dam. We appreciate your consideration of this request. If you have any questions or comments

regarding this research, please contact me at jmiller@fourpeaksenv.com or by phone at (509) 264-4598.

Sincerely,



Joe Miller
Project Manager
Four Peaks Environmental Science & Data Solutions

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MEMORANDUM

4/1/2019

TO: Chris Peery, USACE Walla Walla District COR; Bob Wertheimer USACE Portland District COR
FROM: Joe Miller, Four Peaks Environmental Science & Data Solutions
SUBJECT: Summary of Draft Fish Counting Plan

This memorandum summarizes key points from the draft Fish Counting Plan to support project access requests. The final version of the fish counting plan will be distributed after it is completed in the coming weeks.

1 Transition Planning

A project transition plan defines tasks and activities that are required to efficiently transition a project from the implementation phase to the ongoing monitoring phase. Transition plans also identify the team(s) responsible for a successful transition and the required equipment and methods for successful implementation. The proposed transition plan for the adult counting contract initially included:

1. An in-person kickoff meeting with the USACE and the Four Peaks team to discuss project transition, scheduling, and a thorough review of our staffing, equipment, and data management approaches.
2. A sequence of on-site meetings to visit project biologists and staff at each of the eight mainstem facilities to discuss site-specific needs, equipment scheduling, communication pathways, and obtaining clear instruction from each Project Biologist on how our team will operate at USACE facilities.
3. Fishery observer interviews to ensure that critical staff is maintained and that our team has sufficient information to schedule fish counting teams, fill vacancies, and establish plans for backup staffing to accommodate sick time, vacations, and unforeseen absences.
4. Equipment acquisition and installation to verify equipment needs, set installation schedules, and examine other project requirements on a site-specific basis. The data collection and quality assurance/quality control (QA/QC) process will also be reviewed with USACE staff at each location.
5. Staff training and site visits to train fishery observers on the new information technology system before counting begins at each project and as needed throughout the season. Site visits are intended to occur based on close coordination with Project Biologists.

While milestones for implementation of the adult counting contract were defined in the initial contract awarded November 9, 2018, a bid protest was submitted to the U.S. Government Accountability Office on November 23, resulting in a stop work order and delay until February 6, 2019. The delay in project implementation negated the proposed schedule in the initial contract. The following details on staffing, training and quality control, work schedule, information technology, safety and security, and weekly reporting represents revised approaches based on the best available information as of March 2019.

2 Project Oversight

The Project Oversight team consists of managers and subject-matter experts to ensure efficient implementation of the fish counting program in 2019 (Figure 1). Joe Miller will serve as the Project Manager and will be responsible for addressing contractual issues and providing oversight of the project team. Josh Murauskas will serve as the Deputy Project Manager, assisting the team on implementation activities and coordinating operations and staffing activities during startup. Supervisors, Mark Weiland and Geoff McMichael, will be responsible for establishing training protocols, senior reviews of plans and weekly reports, routine check-ins with the entire project oversight team, and monthly coordination with USACE Project Biologists. Supervisors will also be responsible for supporting human resources (recruiting and performance evaluations) and addressing staffing issues with the operations team. Operations and Staff Managers, Alex Caillat and Joel LaHaie, will be responsible for day-to-day operations and management of fishery observers, including equipment installation, maintenance, observer scheduling, time approval, training, safety and access, and implementation of the quality control plan. Sam Haffey will lead Information Technology, coordinating equipment installation, software development and execution of the quality control plan.

Our overall coordination approach will be structured to meet the needs of the USACE and promote efficient, effective communication. All contractual and operational issues will be communicated by the Program Manger to the COTR or Contracting representative. Operational communications will be delegated to the level requested and approved by the COTRs. Contact information for key project members is provided in Table 1.

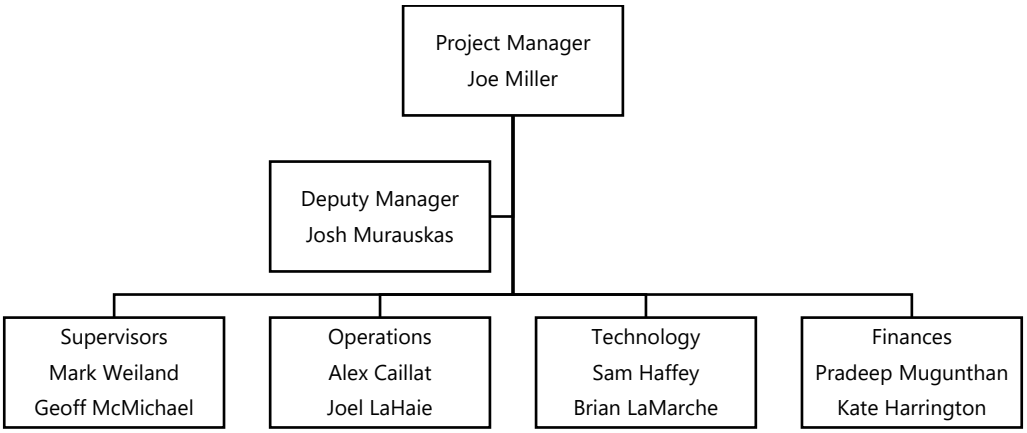

Figure 1. Organization chart for adult counting program oversight.

Table 1. Contact information of key project oversight staff for the 2019 adult counting season.

Name	Project Role	Location	Preferred Contact
Joe Miller	Project Manager	Wenatchee, WA	(509) 264-4598 jmiller@fourpeaksenv.com
Josh Murauskas	Deputy Manager	Wenatchee, WA	(509) 885-8055 jmurauskas@fourpeaksenv.com
Sam Haffey	IT Manager	Seattle, WA	(206) 428-3077 shaffey@fourpeaksenv.com
Mark Weiland	Lower River Supervisor	Stevenson, WA	(360) 798-2666 mweiland@fourpeaksenv.com
Geoff McMichael	Snake River Supervisor	Richland, WA	(509) 531-8065 geoff@mainstemfish.com
Alex Caillat	Portland District Operations Lead, Staff Manager	Portland, OR	(626) 437-4519 acaillat@fourpeaksenv.com
Joel LaHaie	Walla Walla District Operations lead, Staff Manager	Ellensburg, WA	(509) 607-4363 jlahaie@fourpeaksenv.com

3 Fishery Observers

Counting activities will be conducted by staff at the **Fishery Observer I** and **Fishery Observer II** levels (Table 2). Two Fishery Observer II staff will be employed at each of the eight projects and will coordinate on a regular basis with Operation Managers and Supervisors who in turn coordinate with the project management team (Table 3. The remaining staff at all eight projects and all substitute staff will be employed as a Fishery Observer I. The existing list of previous fish observers obtained during project preparations before the stop work order is shown in Table 4.

The **Fishery Observer I** performs routine tasks associated with recurring and continuing work according to prescribed or established procedural standards and technical methods assigned.

This worker assures that tasks are completed, data is developed, methods used in securing and verifying data are technically accurate and in compliance with instructions and established procedures. This worker makes estimates of numbers and species composition of fish, using at a minimum, simple, dichotomous keys according to detailed procedures. According to established standards and detailed procedures, this observer: records data on appropriate forms and logs, some of which may be electronic; maintains field equipment and supplies; collects scientific, management, and compliance information; and makes observations of operations. The Fishery Observer I obtains, enters, and transfers data electronically, and obtains and records information on electronic equipment.

In addition to the duties carried out by the Fishery Observer I, the **Fishery Observer II** independently executes duties, while learning when and how to resolve exceptions and special problems or to make adaptations in the procedures and makes estimates of numbers and species composition of fish observed, utilizing knowledge of various statistically valid sampling methods and dichotomous keys. The Fishery Observer II will advise Operations Managers and Supervisors and routinely communicate with project staff.

Table 2. Duties and compensation of fishery observers in 2019.

Position	Highlight Duties	Compensation
Fishery Observer I	- Fish identification and enumeration - Data entry - Verification of data quality - Follow established protocols	- Hourly wage of $20.18 - Paid holidays - Paid vacation - Sick leave
Fishery Observer II	- Same duties as Fishery Observer I - Operate independently - Problem solving - Advise operations team	- Hourly wage of $22.02 - Paid holidays - Paid vacation - Sick leave

Note: Hourly compensation includes $4.18/hour of fringe benefits paid directly to employees.

Table 3. Relationship between project management, supervisors, operations team, and Fishery Observer II staff, 2019.

Management	Supervisors	Operations	Project	Fishery Observer II
J. Miller J. Murauskas S. Haffey	M. Weiland	A. Caillat	Bonneville	To be determined during interviews
			The Dalles	To be determined during interviews
			John Day	To be determined during interviews
	G. McMichael	J. LaHaie	McNary	To be determined during interviews
			Ice Harbor	To be determined during interviews
			Lower Monumental	To be determined during interviews
			Little Goose	To be determined during interviews
			Lower Granite	To be determined during interviews

Table 4. List of fishery observers with one or more years of experience (tentative as of March 12, 2019).

Name	Project	Name	Project
Dalen, Janet	Bonneville	Groff, Sharon	Ice Harbor
Engle, Cheryl	Bonneville	Rodriguez, Vonnie	Ice Harbor
Gorsuch, Kristin	Bonneville	Shove, Del	Ice Harbor
Jamison, Kate	Bonneville	Thomoson, Vicki	Ice Harbor
Leighton, Laura	Bonneville	Ells, Richard	Lower Monumental
Chacon, Diane	The Dalles	Mathemy, Barbara	Lower Monumental
Dobbs, Rayline	The Dalles	Wallis, Sandra	Lower Monumental
Doolin, Sandy	The Dalles	Brabant, La Donna	Little Goose
Fisher, Karen	The Dalles	Conoloy, Karen Rapp	Little Goose
Frost, Amy	The Dalles	Fagalde, Cheryl	Little Goose
Malcom, Sharon	The Dalles	Fry, Jackie	Little Goose
Reardon, Becky	The Dalles	Blachly, Ann	Lower Granite
Darby, Katie	The Dalles/John Day	Stallcop, Debby	Lower Granite
Bear, Greg	John Day	Tibbetts, Robert	Lower Granite
Boushey, Barb	John Day	Williams-McIntyre, Praxedes	Lower Granite
Chase, Candice	John Day	Wilson, Theresa	Lower Granite
Essex, Stephanie	John Day	Green, Kathi	TBD
Morris, Keith	John Day	Hambelton, Melissa	TBD
Neal, Barb	John Day	Heiserman, Diana	TBD
Neece, Sue	John Day	Nelson, Della (Irene)	TBD
Brown, Donald	McNary		
Burns-Rodriguez, Michelle	McNary		
Byrd, Barbara	McNary		
Eubanks, Sandra	McNary		

Name	Project	Name	Project
Lutz, Leah	McNary		
Scott, Mike	McNary		
Simpson, Frank	McNary		
Simpson, Janet	McNary		
Brown, Donald	McNary		

4 Work Schedule

The proposed schedule outlined below describes the activities leading up to the initiation of visual and video counts at all projects listed under contract. This includes the hiring and training of fisheries observer staff, development of Information Technology systems and installation of counting and other IT equipment at all projects. This work schedule has been designed in order to minimize disruption of ongoing fish counting activities while establishing and maintaining high quality control of the current and future product.

As detailed in Table 5 below, all stages of the proposed work schedule begin concurrently as of the lifting of the stop work order. All necessary staff will be interviewed, hired, and trained in April and May of 2019. Installation of fish counting equipment at all projects will begin in April 2019 with the procurement and deployment of internet connectivity systems and calibration of video compression systems. This will be followed in May and June of 2019 with the final deployment of furniture, video recording systems, and IT hardware and software necessary to conduct the tasks outlined in the contract. The development of fish counting software, databases, and cloud-based data management systems will occur in parallel and in integration with the above tasks. The proposed work schedule sees the initial releases of software and systems released in May for Fishery Observer training purposes and loaded onto counting computers as final installations are performed in late May and June of 2019.

It is Four Peaks' intention to stagger deployments (see Tables 5 and 6) in such a way as to limit the impact on the day to day duties of fisheries observers at projects. In addition, this staggered deployment allows time to better integrate the count systems at the dams and limit system downtime and the reliance on paper counts.

All of the dates provided here (Table 5) are based on a preliminary understanding of contract modifications that are expected to occur in the near future. Additionally, as this is a "preliminary schedule" we anticipate that dates may be changed based on feedback from the USACE. Ultimately, we would like to commence counting activities as soon as possible and in a manner that is consistent with our contract.

Table 5. Deployment schedule for the 2019 adult fish counting program.

Milestone	Date	Lead
Staffing		
Fishery Observer I and II Interviews and Hiring	April 2019	Murauskas
Training of Fishery Observers (I and II)	May 2019	Murauskas, LaHaie
Installation		
Acquisition and testing of visual and video counting hardware	March 15 - May 1 2019	Weiland, LaHaie
Installation of communications equipment	April 8 - 30 2019	Weiland, LaHaie/Caillat
Installation of furniture, video recording equipment, and count computers and associated infrastructure at Snake River Dams	May – June 2019	Haffey/Weiland
Software Development and Testing		
Development and testing of counting software and cloud data storage and transmission architecture	March - May 2019	Haffey
Final Deployment and vetting of count software and data storage and transmission architecture	May 2019	Haffey

5 Fish Counting Schedule

Four Peaks is currently working with the USACE on determining the specific start dates for fish counting at each of the projects. The development of software and data management systems will be completed in May and it is expected that counts would begin in mid-May at several projects and additional projects would come online in a progression that would continue through June. It may be possible to begin counting before the cloud-based data management system is fully operational. Under this scenario counts at all of the projects would be expected to commence during the first and second weeks of May. Although the specific start dates have not been confirmed, the USACE has prioritized the start of counting at the facilities listed in Table 6. The final decision on the data management options during the initial start up period is expected to be made in the first week of April.

Table 6. Prioritization of fish counting start dates.

Project	Priority
Bonneville	First
Dalles	Fifth
John Day	Sixth
McNary	Fourth
Ice Harbor	Third
Lower Monumental	Seventh
Little Goose	Eighth
Lower Granite	Second

Project Impact Statement – The Dalles Dam 2019

The Adult Fish Counting in the fish ladders at The Dalles Dam, funded by the USACE, will be conducted by Four Peaks Environmental Science & Data Solutions (Four Peaks) and will impact The Dalles Dam Project in several ways. Four Peaks will make every effort to minimize the effect of our presence and activities on project maintenance and operations. However, we request support for the activities described below.

1. Fish counters and managers will need badges and a safety/security orientation.
2. Field personnel will need assistance from Operations and Maintenance staff to determine the best option for routing coaxial cable from the fish counting rooms to an outside location with detectable cell signal for installation of a cellular modem and antennas at both of the fish counting stations.
3. Depending on the routing of the coaxial cable and mounting option for the cellular modem and antennas, field personnel may need assistance from the project to route the coaxial cable and install the antennas for the cellular modems.
4. An electrician may be needed if issues are found with any of the electrical outlets.
5. Fish counters and managers will need 24-hr access to the adult fish ladder counting rooms.

Activity Hazard Analysis

Activity	Hazard	Control
Driving vehicles on the dam site	Striking equipment or personnel due to congestion in work areas, limited turning space, other traffic, and work equipment. Struck by loads from overhead cranes Unintended movement of vehicle	Follow all posted speed limits. Use seat belts. Drive defensively and don't use cell phone when operating vehicle. Do not block deck traffic with vehicles. Non-essential vehicles shall be parked outside of project security fencing. Pass gantry crane when lights flashing only if signaled by crane operator. Use orange cones around parked vehicle and cables located on roadway. Vehicles shall not be left unattended until the motor has been shut off, the key removed (unless local regulations prohibit), parking brake set, and gear engaged in low, reverse, or park. If stopped on a hill or grade, front wheels shall be turned or hooked into the curb or the wheels securely chocked.
Electrical Work	Electrical Shock (low/medium voltage)	Use safe clearance procedures. Disconnect and tag or lock equipment. Use GFCI protected cords. Inspect all tools, cords, plugs, and connectors before use. Check with meter before starting work.
Emergency Operations	Inadequate or Delayed Responses	Know who to contact for specific types of emergencies (medical, fire, security, spill, etc.). Know the location of and how to use emergency medical, firefighting, and other response equipment. Know how and where to respond to emergency alarms or codes. Know emergency exits and fire plan.
Emergency Operations	Poor Communications	Have mobile phones handy; know where phones are located or how to contact your supervisor or an operator.
Emergency Operations	Blood Born Pathogens	Wear gloves and/or other protective equipment. Wash hands and other exposed body parts after contact. Seek medical tests. Remove exposed clothing and wash as soon as possible.
Emotional and Physical Preparedness	Inattentiveness, Distraction, Fatigue, or Lack of Coordination Resulting in Physical Injury	Be aware of your own and co-workers' physical/emotional state. Discuss questionable situations with supervisor and/or co-workers. Request leave as needed. Remove yourself or others from hazardous areas as appropriate.
Entering Unfamiliar Worksites	Slips, Trips, and Falls	Be aware of walking surfaces. Watch for cords, equipment, or other hazards.
Housekeeping	Slips, Trips, and Falls	Spills and grease or oil on working surfaces will be cleaned up immediately. Stumbling hazards will be eliminated. All stairways, passageways, gangways, and access ways shall be kept free of materials, supplies, and obstructions at all times. Tools, materials, extension cords, and loose debris shall not be placed or left so as to cause tripping or other hazards. Tools, materials, and equipment subject to displacement or falling shall be adequately secured.

Activity	Hazard	Control
Lifting and Carrying	Sprains and Strains, Back Injury, Joint Injury, Trips, and Falls	Use proper lifting techniques. Do not overload yourself. Check walking surfaces before lifting. Make sure poor housekeeping will not cause any problems. Use aids for heavy loads. Get assistance if needed. Ensure safe access to the work area. Use proper footwear—steel toe shoes and non-slipping devices if needed. Ensure you are in physical condition for lifting or carrying. Use back supports (available in the warehouse) if appropriate. Comply with 385-1-1 Section 14.
Natural Hazards	Slipping & Rugged Terrain	Use caution and wear proper foot gear. Use safety lines where necessary. Comply with EM 385-1-1, Section 01.A.01.
Natural Hazards	Inclement Weather	Wear proper clothing for the weather, particularly wet and/or cold weather. Be familiar with causes, symptoms, and first aid for heat stroke, heat exhaustion, hypothermia, and frostbite. Be aware of walking and driving hazards associated with snow, rain, fog, and poor visibility. Take appropriate precautions. Clean or sand walkways as appropriate. Comply with EM 385-1-1 06.J.
Power and Hand Tools	Electrical Shock	Ensure all electrically operated hand tools are in proper operating conditions. Ensure cords are in good condition and of proper type. Use GFI protection and proper grounds.
Power and Hand Tools	Appendages Caught in Moving Parts	Ensure clothing is in good condition. No loose clothing or long hair should be hanging free to ensure that it does not become entangled in rotating tools.
Power and Hand Tools	Noise	Use proper ear protection while operating power tools or other tools that create noise hazards.
Power and Hand Tools	Eye/Ears	Use proper eye and ear protection related to task.
Power and Hand Tools	Worn Tools	Ensure all hand tools are well maintained and in good condition. All tools are used for the appropriate task and stored in good condition. REF: 385-1-1 for additional information.
Work at Heights, Scaffolds, Skips, etc.	Falling	Use proper scaffolds, ladders, etc. Use safety lines, harnesses, and fall arresters as required. Study alternative methods to eliminate hazards. All work to be done per EM 385-1-1.
Work at Heights, Scaffolds, Skips, etc.	Equipment Failure	Test equipment before use. Use outriggers on scaffolds.
Work at Heights, Scaffolds, Skips, etc.	Tools or Debris Falling on Others	Use of toe boards. Place warning signs around the work area.
Work at Heights, Scaffolds, Skips, etc.	Contact with High Voltage Lines	Observe proper distance from hazards. De-energize adjacent lines if possible.
Working Around Overhead Hazards	Head, Foot or Other Injury	All areas where overhead work is on-going shall be signed as a hard hat area. An effective means of limiting public or unauthorized access shall be provided. No personnel will be allowed under a suspended load. Safety footwear shall be

Activity	Hazard	Control
		worn. Provide for a method of stopping or securing work activities if unexpected hazards arise.
Working at Night & Dark Areas	Slips, Trips, Falls	Work will not be done without adequate lighting. Provide proper lighting. Ensure lighting and electrical cables are routed to eliminate tripping. The work area shall be lighted to at least the minimum level required by table 7-1 in EM 385-1-1 Section 7. The lighting equipment shall be in proper working order and protected by overcurrent and GFI equipment meeting current OSHA NFPA standards. Emergency lighting (flashlight) shall be readily available in case of area lighting failure to allow exit.
Working with Hazardous Chemicals or Materials	Physical Injury	Ensure hazard communication training is completed and up-to-date. Know where to find and how to use MSDSs for materials/chemicals you are authorized to use. Use PPDs, ventilation, or other precautions recommended on the MSDS. Label all unused material. Limit access to work areas by unauthorized personnel. Know storage, clean up, and disposal requirements.
Working with the Public	Misinformation Getting Out	Only give out information you know is correct. If you do not know answer, get the name and phone number/address and say you will get back to them. Be sure you get back to them as promised.

JOB HAZARD ANALYSIS

Research Season—Known Hazards	Preventative Measures	Reference
Project-wide	Project clearance and procedures shall be strictly adhered to. Work areas: personnel shall watch warning signals, be alert to dangerous situations, avoid other hazardous areas and horseplay, and be trained in current emergency and safety procedures.	01.A 01.D 03.A.03
Driving and parking vehicles	Follow all posted speed limits. Use seat belts. Drive defensively and don't use cell phone when operating vehicle. Do not block deck traffic with vehicles. Non-essential vehicles shall be parked outside of project security fencing. Pass gantry crane when lights flashing only if signaled by crane operator. Use orange cones around parked vehicle and cables located on roadway. Vehicles shall not be left unattended until the motor has been shut off, the key removed (unless local regulations prohibit), parking brake set, and gear engaged in low, reverse, or park. If stopped on a hill or grade, front wheels shall be turned or hooked into the curb or the wheels securely chocked.	18.A 18.B 18.C 18.C.10
Working with power or hand tools	Keep loose clothing, hair, etc. clear of work. Face and/or eye protection shall be worn when loose or flying materials are present. Gloves shall not be worn while operating stationary power tools (e.g., drill press, grinder, etc.).	05.C.01 05.A.01
Working with electrical wiring apparatus	Only approved equipment shall be used after orientation on safety procedures. Personnel shall be qualified for work to be performed.	05.A.01
Clearances	Project clearance procedures shall be strictly adhered to.	01.A.04

Job Hazards Analysis - pertinent EM 385 references

01.A GENERAL

01.A.01 No person shall be required, instructed, or allowed to work in surroundings or under conditions that are unsafe or dangerous to his or her health.

01.A.02 The employer shall be responsible for initiating and maintaining a safety and health program that complies with the US Army Corps of Engineers (USACE) safety and health requirements.

01.A.03 Each employee is responsible for complying with applicable safety and occupational health requirements, wearing prescribed safety and health equipment, reporting unsafe conditions/activities, preventing avoidable accidents, and working in a safe manner.

01.A.04 Safety and health programs, documents, signs, and tags shall be communicated to employees in a language that they understand.

01.A.05 Worksites with non-English speaking workers shall have a person(s), fluent in the language(s) spoken and English, on site when work is being performed to translate as needed.

01.A.06. Four Peaks Environmental Science & Data Solutions (Four Peaks) shall erect and maintain a safety and health bulletin board in an area commonly accessed by workers. The bulletin board shall be maintained current, in clear view of on-site workers, and protected against the elements and unauthorized removal. It shall contain at least the following safety and health information:

a. Map denoting the route to the nearest emergency care facility.

b. Emergency phone numbers.

c. Copy of the most up-to-date accident prevention plan (APP) shall be mounted on or adjacent to the bulletin board or stated location, which will be accessible on the site by all workers.

d. Copy of current activity hazard analysis/analyses (AHA) shall be mounted on or adjacent to the bulletin board or stated location, which will be accessible on the site by all workers.

e. Occupational Safety and Health Administration (OSHA) Form 300A shall be posted in accordance with OSHA requirements and mounted on or adjacent to the bulletin board

or stated location, which will be accessible on the site by all workers.

f. Copy of Safety and Occupational Health deficiency tracking log shall be mounted on or adjacent to the bulletin board or stated location where it will be accessible by all workers upon request. (See content in 01.A.12.d.)

g. Safety and Health promotional posters.

h. Date of last lost workday injury.

i. OSHA Safety and Health Poster.

01.A.07 USACE Project Managers (PMs) shall ensure that a safety and occupational health plan is developed, in accordance with the Safety and Occupational Health Reference Document contained in the USACE Business Manual, and incorporated into each Project Management Plan (PMP)/Program Management Plan (PrgMP).

01.A.08 USACE Project Delivery Teams (PDTs) will develop the safety and occupational health plan to be incorporated in the PMP and are responsible for assuring that safety and occupational health requirements are properly addressed and executed throughout the life cycle of each project.

01.C.02 At no time while on duty may employees use or be under the influence of alcohol, narcotics, intoxicants, or similar mind- altering substances. Employees found under the influence of or consuming such substances will be immediately removed from the job site. Four Peaks shall enforce the drug-free workplace requirements specified in Appendix A as part of their APP.

01.C.03 Operators of any equipment or vehicle shall be able to read and understand the signs, signals, and operating instructions in use.

01.C.04 Operators shall not be permitted to operate beyond the following limits:

b. Operators of motor vehicles, while on duty, shall not operate vehicles for a continuous period of more than 10 hours in any 24-hour period; nor shall any employees, while on duty, operate motor vehicles after being in a duty status for more than 12 hours during any 24-hour period. A minimum of 8 consecutive hours will be provided for rest in each 24-hour period.

01.D ACCIDENT REPORTING AND RECORDKEEPING

01.D.01 All accidents that occur incidentally to an operation, project, or facility for which this manual is applicable will be investigated, reported, and analyzed as prescribed by the Government Designated Authority (GDA).

a. Employees are responsible for reporting all injuries or occupationally related illnesses as soon as possible to their employer or immediate supervisor.

b. Employers and immediate supervisors are responsible for reporting all injuries to the GDA within 24 hours.

c. No supervisor shall decline to accept a report of injury from a subordinate.

03.A.03 All projects, activities, installations, or contracts on which less than 100 persons are employed (greatest total number of employees on a shift) at the site of the work, and where neither a first-aid station nor infirmary is available, shall be provided with a first-aid kit complying with the criteria contained in American National Standards Institute (ANSI) Z308.1-1998 in the ratio of one for every 25 persons or less. In addition to the basic fill requirements, the employer, in consultation with a health care professional or competent first aid person, shall evaluate the hazards found in the work environment to determine the necessity of optional fill contents.

PERSONAL PROTECTIVE AND SAFETY EQUIPMENT

05.A GENERAL

05.A.01 Responsibilities.

a. Based on hazard evaluations (conducted by supervisors), employers shall select, and have each affected employee use personal protective equipment (PPE) that will protect the employee from hazards. (See also 06.A.02)

b. Employers shall communicate PPE decisions to each affected employee and select PPE that properly fits each affected employee.

c. Employees shall use all PPE that may be required to maintain their exposure within acceptable limits.

d. The employer will make all reasonable efforts to accommodate employees with religious beliefs that may conflict with the PPE requirements contained within this manual. However, when reasonable efforts to accommodate the employee's religious beliefs do not provide the necessary safe working environment (without PPE), then the employer shall require the employee to use the appropriate PPE or the employee will not be allowed to work in the area where he/she will be exposed to the hazard requiring protection.

05.A.02 Employees shall be physically able and medically determined qualified to use the personal protective and safety equipment that may be required in their job duties.

05.A.03 Employers shall ensure users of personal protective and safety equipment are trained to know the following: when PPE and what types of PPE are necessary; how to properly don, doff, adjust, and wear PPE; limitations of the PPE; and proper care, inspection, testing, maintenance, useful life, storage, and disposal of the PPE.

a. Each affected employee shall demonstrate an understanding of this training and the ability to use PPE properly before being allowed to perform work requiring the use of PPE.

b. When the employer has reason to believe that any affected employee who has been trained does not have the understanding and skill required for the use of the PPE, the employer shall assure the employee receives the necessary retraining to acquire the appropriate skills.

c. The employer shall verify that each affected employee has received and understood the required training by a written certification that identifies the name of each employee trained, the date(s) of the training, and the subjects taught.

05.A.04 A copy of the manufacturer's use, inspection, testing, and maintenance instructions shall be maintained with the personal protective and safety equipment.

05.A.05 Personal protective and safety equipment shall be tested, inspected, and maintained in serviceable and sanitary condition as recommended by the manufacturer.

a. Defective or damaged equipment shall not be used. It shall be tagged as out of service and locked-up or immediately removed from the work site to prevent use.

b. Before being stored or reissued to another person, equipment shall be cleaned, disinfected, inspected, and repaired.

05.A.06 When employees provide their own equipment, the employer is responsible for assuring its adequacy in protecting against the hazard and its state of repair.

05.A.07 Minimum requirements.

a. Employees shall wear clothing suitable for the weather and work conditions: the minimum for fieldwork (i.e., construction sites, industrial operations and maintenance activities, emergency operations, regulatory inspections, etc.) shall be short sleeve shirt, long pants (excessively long or baggy pants are prohibited), and leather or other protective work shoes or boots.

b. Protective equipment shall be of heat/fire/chemical/electrical/resistive material when conditions require protection against such hazards.

05.A.08 Protective footwear, such as rubber boots, protective covers, ice crampons, and safety-toed boots, shall be worn by all persons exposed to hazards to the feet (including, but not limited to, puncture, slipping, electrical, or chemical hazards).

a. For all activities in which USACE, Four Peaks personnel, or official visitors are potentially exposed to foot hazards, the applicable Position Hazard Analysis PHA/AHA, APP, or project safety and health plan shall include an analysis of, and prescribe specific protective measures to be taken for, reducing foot hazards.

b. USACE and Four Peaks personnel shall, as a minimum, wear safety-toed footwear meeting ANSI Z41 while working on construction sites unless it can be demonstrated by a PHA/AHA to the GDA satisfaction that a different type of foot protection is required.

c. Footwear providing protection against impact and compressive forces, conduction hazards, electrical hazards, and sole puncture shall meet the applicable requirements of ANSI Z41; footwear providing protection against impact and compression hazards shall be rated as I75 and C75.

05.A.10 Persons involved in activities that subject the hands to injury (e.g., cuts, abrasions, punctures, burns, chemical irritants, toxins, vibration, and forces that can restrict blood flow) shall select and use hand protection appropriate for the hazard in accordance with ANSI/International Safety Equipment Association (ISEA) 105.

05.B EYE AND FACE PROTECTION

05.B.01 Persons shall be provided with eye and face protection equipment, as outlined in Table 5-1 of EM-385-1-1, when machines or operations present potential eye or face injury from physical, chemical, or radiation agents.

05.C HEARING PROTECTION AND NOISE CONTROL

05.C.01 Sound-pressure level limits.

a. Department of Defense (DOD) personnel shall be provided protection against the effects of hazardous noise exposure whenever sound-pressure levels exceed 85 decibels A-weighed (dB(A)) steady-state expressed as a time-weighted average (TWA) or 140 dB(A) impulse.

b. Non-DOD personnel shall be provided, as a minimum, protection against the effects of hazardous noise exposure whenever the sound-pressure level exceeds the limits and/or exposure times specified in Table 5-3 of EM-385-1-1.

05.D HEAD PROTECTION

05.D.01 All persons working in or visiting hard-hat areas shall be provided with and required to wear Type I or Type II, Class G (General - low voltage electrical protection) or Class E (Electrical – high voltage electrical protection) headgear. For emergency response operations and other activities with greater need for side impact protection, Type II head protection is recommended.

a. Hard-hat areas are those areas with potential hazard of head injury: all construction areas are considered hard-hat areas. The identification and analysis of head hazards will be documented in an AHA, APP, or project safety and health plan, as appropriate.

b. Hard-hat areas shall be general areas (such as dredging, construction, alteration, demolition, quarry, or similar field activities) rather than specific portions of a building or project.

c. All points of entry to a hard-hat area shall have a sign warning of the requirement to wear hard hats.

05.D.02 All protective headgear shall meet the requirements of the current ANSI Z89.1.

a. No modification to the shell or suspension is allowed unless approved by the manufacturer.

b. Hard hats shall be worn with the bill facing forward.

Motor Vehicles

18.A.01 The requirements in this Section apply to the operations of all motor vehicles, machinery and mechanized equipment, all-terrain vehicles (ATVs), utility vehicles (UVs), and other specialty vehicles. Operators must also comply with State and Host Nation regulations as applicable to the above-listed equipment.

18.A.02 Every person operating a motor vehicle shall possess, at all times while operating such vehicle, a license/permit valid for the equipment being operated. Licensing requirements will be as per Service regulation for military personnel and State regulations for civilian personnel, to include Four Peaks personnel. The operator must present the license/permit to the GDA upon request. Failure to do so will result in the immediate prohibition of the operator to operate motor vehicles.

18.C OPERATING RULES

18.C.01 GENERAL. For the purpose of this paragraph, a USACE motor vehicle is any vehicle (government-owned; POV or Rental Car if being used while on-duty in lieu of government-owned vehicle) used to transport Government employees.

a. Operators of USACE motor vehicles and operators of Four Peaks motor vehicles being used on USACE projects may only use cellular telephones with hands-free devices while the vehicle is in motion. Prior to

using a hand-held cellular phone, drivers shall find a safe place to bring their vehicle to a stop. Text messaging is strictly prohibited while operating motor vehicles. This requirement does NOT preclude passenger(s) from using cellular phones while the vehicle is in motion.

b. The use of any other portable headphones, earphones, or other listening devices (except for hands–free cellular phones) while operating USACE motor vehicles or Four Peaks motor vehicles (being used on USACE projects) is prohibited. > See

AR 190-5.

c. Operators of USACE motor vehicles (whether government or Four Peaks personnel) being used on USACE projects shall not eat, drink, or smoke while the vehicle is in motion.

d. GPS Systems. GPS systems shall be mounted within the vehicle so that they do not create sight hazards for the operator. Programming of dashboard GPS systems while driving is prohibited. The use of non-mounted GPS systems may only be used by the vehicle operator while the vehicle is in a stopped position.

18.C.02 The principles of defensive driving shall be practiced.

18.C.03 Seat belts shall be installed and worn per 18.B.09. Buses are exempt from this requirement.

18.C.04 At all times, the operator must have the vehicle under control and be able to bring it to a complete stop within a safe stopping distance.

18.C.05 Vehicles may not be driven at speeds greater than the posted speed limit, with due regard for weather, traffic, intersections, width and character of the roadway, type of motor vehicle, and any other existing condition.

18.C.06 Headlights shall be lighted from sunset to sunrise, during fog, smoke, rain, or other unfavorable atmospheric conditions, and at any other time when there is not sufficient light for the vehicle to be seen or the operator to see on the highway at a distance of 500 ft (150.4 m), unless local regulations prohibit.

18.C.07 Vehicles shall not be driven on a downgrade with gears in neutral or clutch disengaged.

18.C.08 Railroad crossings and drawbridges.

a. Upon approaching a railroad crossing or drawbridge, vehicles shall be driven at such a speed as to permit stopping before reaching the nearest track or the edge of the draw bridge and shall proceed only if the course is clear.

b. Vehicles transporting 15 or more persons, explosives, or flammable or toxic substances shall stop at railroad crossings and drawbridges and shall not proceed until the course is clear, except at a railroad crossing or drawbridge protected by a traffic officer or a traffic signal giving a positive indication for approaching vehicles to proceed.

18.C.09 Vehicles shall not be stopped, parked, or left standing on any road, or adjacent thereto, or in any area in a manner as to endanger the vehicle, other vehicles, or personnel using or passing that road or area.

18.C.10 Vehicles shall not be left unattended until the motor has been shut off, the key removed (unless local regulations prohibit), parking brake set, and gear engaged in low, reverse, or park. If stopped on a hill or grade, front wheels shall be turned or hooked into the curb or the wheels securely chocked.

18.C.11 Vehicles carrying loads that project beyond the sides or rear of the vehicle shall carry a red flag, not less than 144 in^2, at or near the end of the projection. At night or when atmospheric conditions restrict visibility, a warning light shall be used in lieu of the red flag. Drivers will assure the load does not obscure vehicle lights and/or reflectors.

18.C.12 Employees shall not be permitted to get between a towed vehicle and towing vehicle except when hooking or unhooking.

18.C.13 No vehicle or combination of vehicles hauling unusually heavy loads or equipment shall be moved until the driver has been provided with the required permits, the correct weights of the vehicles and load, and a designated route to be followed.

18.C.14 When backing or maneuvering, operators will take the applicable precautions outlined in 08.C.04. If a signal person or spotter is not used, operators will walk behind their vehicle to view the area for possible hazards before backing their vehicle.

18.C.15 When a bus, truck, or truck-trailer combination is parked or disabled on a highway or the adjacent shoulder, yellow flashing lights and other traffic warning devices (cones, flags, signs, etc.) per 49 CFR 571.5 shall be used during the daytime and reflector, flares, electric lights, or other effective means of identification shall be displayed at night.

18.C.16 Loading vehicles.

a. Drivers of trucks and similar vehicles shall leave the cab while the vehicle is being loaded and when they are exposed to danger from suspended loads or overhead loading equipment, unless the cab is adequately protected.

b. Vehicles shall not be loaded in a manner that obscures the driver's view ahead or to either side or which interferes with the safe operation of the vehicle.

c. The load on every vehicle shall be distributed, chocked, tied down, or secured. Loads shall be covered when there is a hazard of flying/falling dirt, rock, debris, or material. Tailgates shall not be removed without implementing a positive means to prevent material from falling out of the back of the vehicle and may be done only with the acceptance of the GDA.

18.C.17 Maintenance Vehicles. All maintenance vehicles that are used at USACE recreational areas (or projects) shall be provided with two 28 in (0.7 m) dayglow/high-visibility orange traffic cones. Vehicle operators that operate maintenance vehicles in USACE

recreational areas shall place a cone in front and behind the vehicle when parked, remove and place in vehicle prior to departure.

FOUR PEAKS
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CONTRACTOR STAFF AND VEHICLES

This document provides a list of the contractor staff and vehicles that will be used to conduct the Fish Counting Project. The staff listed below are likely to be present at Portland and Walla District projects during the installation of fish counting equipment and during fish counting operations. As fishery observers are hired in the coming weeks, this list will be updated.

CONTRACTOR STAFF

Name	Role	Employer	Phone	Email
Joe Miller	Project Manager	Four Peaks	(509) 264-4598	jmiller@fourpeaksenv.com
Josh Murauskas	Asst. Project Manager	Four Peaks	(509) 885-8055	jmurauskas@fourpeaksenv.com
Mark Weiland	Portland District Supervisor	Four Peaks	(360) 798-2666	mweiland@fourpeaksenv.com
Alex Caillat	Portland District Operations Lead	Four Peaks	(626) 437-4519	acaillat@fourpeaksenv.com
Geoff McMichael	Walla Walla District Supervisor	Mainstem Fish Research	(509) 531-8065	geoff@mainstemfish.com
Joel LaHaie	Walla District Operations Lead	Four Peaks	(509) 607-4363	jlahaie@fourpeaksenv.com
Samuel Haffey	Information Technology Manager	Four Peaks	(206) 428-3077 X3	shaffey@fourpeaksenv.com

VEHICLES

Vehicle Year/Manufacturer Model/Color	License Plate Number
2005/Toyota 4-Runner/Silver	BBS0522
2011/Honda CR-V/Gray	OR 345 JRH
2013/Toyota Tundra/Gray	B54829W
2013/Chevrolet Silverado/White	C60734G
2002/Subaru Outback/Blue	350YMO