



Intel Corporate Services Construction

CSC Impact Prevention

Minimum Performance Requirements

For:

**Construction Management Companies, General
Contractors and Contractors (All Tiers)**

Rev. 1.2

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Impact Prevention Minimum Requirements Document

1. Purpose :

To ensure all construction management /general contractors (CM/GC) and contractors construct Intel projects in a manner that results in no impacts to production in operating facilities and factories.

To clearly state the CM/GC's and Contractors obligation to document an impact prevention plan and ensure its elements are fully implemented on the project.

2. Definitions:

ITP: An impact to production is a construction event that impacts routine planned manufacturing operations causing a disruption in the normal cycle flow of products such as production stop, scrap or rework.

ITP Near Miss: Any construction event which nearly causes a manufacturing impact; but does not setback or stop production or cause scrap or rework of product.

3. Scope :

3.1 The SIPP (Site Incident Prevention Program or equivalent) is incorporated by reference into the ITP MPR.

3.2 Applicability: These requirements apply to all CM/GC and all tiers of contractors and subcontractors to Intel construction projects.

4. Process :

CM/GC and Contractor shall submit their ITP plans as part of CPEP. The ITP plan shall address the ITP components outlined in this document for the known project scope. The final ITP prevention plan must be submitted within 21 days following contract award. Intel shall have 10 days to review and comment on the final version of the ITP plan. CM/GC and Contractors shall revise the plan based on Intel comments. Once accepted the CM/GC and Contractor shall implement and enforce the ITP plan.

5. ITP Program requirements:

5.1 ITP Training must be provided for all operatives working in an operating facility area. The contents of the ITP training shall be mutually agreed between Intel and the CM/GC and Contractor but as a minimum must cover our most vulnerable services/items. Intel will provide any specific facility risk information as required

| Vulnerable Services /Items | |
|---|-------------------------------------|
| Dampers | Sprinkler heads |
| Fragile spigots and pipework (especially PVC and PVDF < 1 ½”) | MDA tubing |
| EMO's | Air intakes |
| The dropping of items from height | Electrical isolators |
| Valves sample ports and gauges | Valves / handles that can be bumped |

- 5.2 The proposed ITP Program shall include a plan for continuous refresh of operatives Impact prevention awareness and examples of planned behavior change initiatives for the CM/GC, Contractor, subcontractors, and tiered subcontractors. (For example: the use of signage, focused videos, ITP tool box talks).
- 5.3 The site SIPP program (or equivalent work control process) must be understood and complied with as part of contractor impact mitigation plans.
- 5.4 CM/GC and Contractor must ensure that as part of prequal any potential sub-contractors identify the process by which the ITP minimum requirements will be met and executed.
- 5.5 The CM/GC and Contractor ITP plan shall describe the types of temporary and permanent guarding proposed for the protection of vulnerable services and critical components where an ITP risk is identified.
- 5.6 The ITP plan must describe how CM/GC and Contractor will implement impact prevention as part of pre task planning. At a minimum :
- 5.6.1 A pre-construction start live service review and risk assessment must take place. Any mitigation/bullet-proofing or action required to reduce or eliminate an impact risk must be documented.
 - 5.6.2 Agreed mitigation must be in place prior to construction start.
 - 5.6.3 Emergency measures must be included in impact mitigation pre task planning.
 - 5.6.4 The foreman or craft lead designated by the foreman must review the task impact mitigation plan; ensure it's appropriate, implemented and reviewed with the work crew prior to work starting.

5.6.5 Mitigation plans must be available to Intel on request.

5.7 Information Management:

The CM/GC and Contractor shall keep and maintain records on ITP near miss and ITP's events. Records shall include full incident details (including root cause and key learnings).

5.7.1 The Intel PM is responsible for classification, SPEED upload and communication of ITP/ITP near miss events in accordance with the requirements of the CS Fab Incident Response and Management Process Business Standard

5.8 Disciplinary Action:

The Impact mitigation plan must contain a disciplinary action process which will ensure workers compliance with impact mitigation plans. Minimum requirements include:

5.8.1 A progressive disciplinary action plan which contains the appropriate corrective actions for workers who violate impact mitigation requirements.

5.8.2 The communication process that ensures all personnel understand the expectations of the plan.

5.8.3 Failure to report incidents/ damage shall be considered a zero tolerance item and be subject to disciplinary action.

5.9 Audits and Inspections:

The impact mitigation plan must include, at a minimum, the following core audit and inspection activities:

5.9.1 Compliance Audits. At a minimum, monthly in field compliance audits must be performed to ensure compliance with the impact mitigation plan .It is the responsibility of the CM/GC and Contractors to require subcontractors to conduct similar audits, as appropriate.

5.9.2 Records of audit reports, findings, and corrective actions must be submitted to Intel and retained through Project close-out.

5.10 Impact Reporting and Investigation :

The CM/GC and Contractor impact mitigation plan must describe how the contractor will investigate and report events.

5.10.1 Cm/GC and Contractor is required to report all impacts to the Intel point of contact in accordance with the time lines below :

- a) Tool or system Impacts must be notified within one hour.
- b) An ITP Near miss must be notified within six hours.

5.10.2 CM/GC and Contractor must complete a detailed investigation into any ITP or ITP near miss. The investigation must be completed within 7 days and the incident summary should include:

- Problem statement
- Impact

- Chronology of events
- Containment
- Root cause
- Follow-up/ARs
- Back-up information

5.10.2 An Intel representative must be present at any investigation into an ITP event.

5.11 Continuous improvement:

CM/GC and Contractor ITP plan should include a continuous improvement process including the analysis or of ITP / ITP near miss trends in order to identify opportunities for improvement.