

DEPARTMENT OF TRANSPORTATION

Memorandum

*Making Conservation
a California Way of Life.*

To: DEPUTY DISTRICT DIRECTORS, Construction
DEPUTY DIVISION CHIEF, Structure Construction
CONSTRUCTION MANAGERS
SENIOR CONSTRUCTION ENGINEERS
RESIDENT ENGINEERS

Date: October 19, 2021

File: Division of Construction
CPD 21-20



From: RAMON HOPKINS, Chief
Division of Construction

Subject: NEW MOBILE APPLICATION FOR DOCUMENTING CONSTRUCTION SAFETY REVIEWS

Safety is one of the Department's top priorities and appropriate measures to reduce or eliminate the likelihood of a worker-related injury or fatality on a project is paramount. This directive informs Construction staff that Form CEM-0606, "Construction Safety Checklists," used to perform and document project safety reviews is now available as a mobile application.

The mobile application replaces the "paper" version of the form currently available on Caltrans Electronic Forms System. Only the safety topics that are applicable on a project need to be filled out; all other safety topics will be reported as not applicable when a PDF is generated through the mobile application. The PDF will only print safety topics that have entered information. The mobile application improves the experience for field staff and provides a tool to utilize when performing safety reviews on projects and project record keeping. It also provides field staff applicable safety references to make sure safety standards are met when communicating with the contractor.

The statewide use of completing Form CEM-0606 through the new mobile application, available on state-issued devices, will allow the Division of Construction to monitor the performance of the overall construction safety program more accurately.

The frequency of safety reviews to be conducted on a project is specified in Section 2-102, "Duties and Responsibilities," of the *Construction Manual*, specifically for the district construction safety coordinator, resident engineer, project safety coordinator and project staff.

DEPUTY DISTRICT DIRECTORS, Construction et al.

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All information and resources regarding this new mobile application are found at the Division of Construction's Office of Safety, Insurance and Special Projects Construction Safety Checklist CEM-0606 application intranet website at:

<https://construction.onramp.dot.ca.gov/construction-safety-checklist-cem-0606-application>

If you have questions or comments regarding this directive, please contact Marvin Guinez, Division of Construction, at Marvin.Guinez@dot.ca.gov or at (916) 764-7957.