### Contractor Requirements Document (Supplemented) Form

<table>
<thead>
<tr>
<th>CRD M 231.1-1A Chg 2 (Supplemented Rev. 1)</th>
<th>Title: Environment, Safety and Health Reporting Manual</th>
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<tr>
<td>Applicable Contractor(s): PHMC X RCC X OccMed X Other PRC, MSC</td>
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**Section A – Headquarters CRD:**
DOE M 231.1-1A Chg 2, Environment, Safety and Health Reporting Manual, Attachment 1

**Section B – Clarifications**

**General Clarifications:**

1. **Item 3.c.** - The contractor may continue to report their subcontractor occupational injuries and illnesses in a consolidated rather than on an individual subcontractor basis.

2. **Item 3.e.** - The same reporting time parameters as those for subcontractors employing more than 10 employees are allowed when submittal of cases is made using CAIRS Bulk Upload. Information for these cases would be submitted twice per month on or before the 15th of the month and the last working day of the month. Each case submitted by bulk upload must include the four data fields that are required to update the case (ORG, CASEID, ATYPE, ADATE and OSHA). In addition, Section 3.e. (2) includes all of the mandatory fields for these non-recordable cases.

   It may be necessary to perform a test run prior to their first update of these cases. The contractor can contact the HQ CAIRS manager or the RL CAIRS manager when a sub-level code is needed for this information or to perform a test run.

3. **Item 5 and 6** - Primary responsibility for epidemiologic analysis resides with the occupational medicine contractor. However, other contractors may be requested to support epidemiologic studies conducted by other federal agencies. Should this happen, specific direction will be provided and a funding source identified.

**Specific Clarifications:**

   None

**Section C – Supplemental Requirements**

**General Supplemental Requirements:**

   None

**Specific Supplemental Requirements:**

   None