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- 1 References .1 CSA S269.1-1975(1998), Falsework For Construction Purposes.
- .2 CSA S269.2-M87(R1998), Access Scaffolding for Construction Purposes.
- .3 FCC No. 301-1982 Standard for Construction Operations.
- .4 FCC No. 302-1982 Standard for Welding and Cutting.
- 2 Responsibility .1 Be responsible for safety of persons and property on work site and for protection of building employees and general public circulating adjacent to work operations and to extent that they may be affected by conduct of Work.
- .2 Comply with and enforce compliance by employees with safety requirements of Contract Documents, applicable federal, provincial, and local statutes, regulations, and ordinances, and with site-specific Health and Safety Plan.
- 3 General Protection .1 Carry out work placing maximum emphasis on safety, giving precedence to health and safety of public, building employees, site personnel and protection of the environment over cost and schedule considerations of Work.
- .2 Provide temporary protection for safe handling of building occupants.
- .3 Provide safety barricades and lights around work site as required to provide a safe working environment for workers and protection for pedestrian and vehicular traffic.
- .4 Be vigilant and ensure that non-authorized persons are not allowed to circulate in designated construction areas of work site. Provide appropriate means by use of barricades, fences, warning signs and temporary lighting as required. Secure site at night time or provide security guard as deemed necessary to protect site against entry.
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4 Regulatory Requirements

- .1 Comply with the Occupational Health and Safety Act for the Province of Newfoundland and Labrador, and the Industrial Safety Regulations made pursuant to the Act.
- .2 Comply with Canada Labour Code Part II, and Canada Occupational Safety and Health Regulations.
- .3 Observe and enforce construction safety measures required by:
 - .1 2010 National Building Code of Canada, Part 8;
 - .2 Provincial Worker's Compensation Board;
 - .3 Municipal statutes and ordinances.
- .4 In event of conflict between any provisions of above authorities the most stringent provision will apply. Should a dispute arise in determining the most stringent requirement, Departmental Representative will advise on the course of action to be followed.
- .5 A copy of the Canada Labour Code Part II may be obtained by contacting: Canadian Government Publishing Public Works & Government Services Canada Ottawa, Ontario, K1A 0S9 Tel: (819) 956-4800 (1-800-635-7943) Publication No. L31-85/2000 E or F)

5 Filing of Notice

- .1 File all Notices with Provincial authorities prior to commencement of Work.

6 Work Permit

- .1 Obtain building permit related to project prior to commencement of Work and post on site.

7 Safety Assessments

- .1 Perform site specific safety hazard assessments related to project as specified in Health and Safety Plan.
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- 8 Meetings
- .1 Attend health and safety pre-construction meeting as directed by Departmental Representative.
 - .2 Conduct safety orientation session to all workers at commencement of work and on an as-needed basis during progress of work when new workers arrive or change in conditions or work occurs.
- 9 Electrical Lock-out
- .1 Be aware that electrical Lock-out and Guarantee of Isolation procedures are mandatory at site, must be clearly established, and in place prior to carrying out any electrical work of this contract.
 - .2 Develop, implement and enforce use of established procedures to provide electrical lock-out and to ensure a Guarantee of Isolation for every event where work must be done on any electrical circuit or facility. Procedures shall meet with requirements of the Safety Acts, Codes, Regulations and Standards specified in above clause 4 - Regulatory Requirements.
 - .3 Incorporate within procedures the use of a written "Lockout Request/Guarantee" form to obtain a Guarantee of Isolation. Make use of lock-out tags and maintain a log book listing all events as part of the procedures.
 - .4 Pre-determine and designate the person or persons at the facility or at construction work site who will provide and authorize the Guarantee of Isolation. Coordinate with the Departmental Representative and the Building Facility Manager in determining those designated person(s).
 - .5 Check with the Departmental Representative and the Site Manager for any site specific or client specific lock-out rules and procedures which may have been established and in force at the site of work. Incorporate such additional procedural steps within Contractor's standard lock-out procedures.
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9 Electrical
Lock-out
(Cont'd)

- .6 Prepare the lock-out procedures in writing, listing the step by step processes to be followed by workers, including how to prepare and issue the "Lockout Request/Guarantee" form. State on the form the designated persons who will perform the electrical lockout and person(s) authorized to provide the Guarantee of Isolation. Post procedures on site, legibly typed, at a common location for viewing by all workers.
- .7 Submit a copy of the procedures reflecting the above requirements to the Departmental Representative before commencing work of this contract.
- .8 All Lockout Request/Guarantee forms and lock-out tags shall be kept at the site and listed in a log book for the full duration of Contract. Upon request, make such data available for viewing by Departmental Representative or by any authorized Safety Representative.
- .9 Ensure that all individuals working on electrical circuits and facilities have been fully briefed on the electrical lock-out procedures and are aware that they are mandatory on the work site.

10 Health and
Safety Plan

- .1 Develop written site-specific Project Health and Safety Plan prior to commencement of work. Submit plan to Departmental Representative within 14 calendar days after award of Contract.
- .2 To prepare Health and Safety Plan, conduct a site specific hazard assessment based on review of all work of Contract Documents and of work site. Identify all known and potential health risks and safety hazards.
- .3 Based on hazard assessment, prepare Project Health and Safety Plan to include the following:
 - .1 Summary of health risk and safety hazards resulting from analysis, clearly identifying those of high risk;

10 Health and
Safety Plan
(Cont'd)

- .3 (Cont'd)
- .2 List special tasks and operations which to be followed for activities or operations of high health or safety risk;
 - .3 List hazardous materials to be brought on site as required by work;
 - .4 Indicate engineering and administrative control measures to be implemented at the site for managing identified risks and hazards;
 - .5 Identify personal protective equipment to be used by workers as required to manage hazards that cannot be reasonably or practically managed by engineering and administrative controls;
 - .6 State company's Safety Policy. Provide confirmation that General Contractor and subcontractors currently have in place Standard Operating Procedures (SOP) and Safe Work Practices (SWP), representative of the work type to be undertaken and meeting provincial safety regulations; that such procedures and practices will be stringently followed and enforced during work of this contract. Maintain a copy of all SOP and SWP on site at all times for own use and provide for inspection when requested by Departmental Representative.
 - .7 List standard operating procedures and measures to be taken in emergency situations. Include an evacuation plan and emergency contacts (ie: names/telephone numbers) of:
 - .1 Designated Personnel from own company;
 - .2 Local emergency resources;
 - .3 Regulatory Agencies applicable to work and as per legislated regulations.
 - .4 List of contacts from PWGSC and Client Department as provided by Departmental Representative.
 - .8 Provide a communication plan or strategy of approved procedures to be followed on site by all workers as to how project specific construction information and Health and Safety issues must flow and be shared between Workers, Subcontractors, General Contractor, Departmental Representative, Building Manager and designated Tenant representatives. Departmental Representative will provide names of client and tenants contacts and their requirements for incorporation into the plan.

10 Health and
Safety Plan
(Cont'd)

- .4 Develop plan in collaboration with all sub-contractors. Ensure that all work and activities of sub-contractors are included in the hazard assessment and reflected within Plan.
- .5 Implement, maintain and enforce compliance with requirements of the Health and Safety Plan until final completion of work and demobilization from site.
- .6 As project progresses, continually review and evaluate work and construction site. Carryout additional hazard assessments, identifying new or potential health risk and safety hazards not previously known. Immediately revise and update Project Health and Safety Plan. Notwithstanding the above, carryout additional hazard assessments and revise the Health & Safety Plan whenever:
 - .1 New subtrade work, new subcontractor(s) or new workers arrive at the site to commence another portion of the work
 - .2 The scope of work has been changed by Change Order.
 - .3 Errors or Omissions are identified by Departmental Representative or any authorized safety representative.
- .7 Post a legibly typed copy of the Health and Safety Plan in a common visible area at the work site. Ensure that all workers and other authorized persons allowed access to the construction area(s) are aware of and abide by the rules and regulations indicated in the Plan.
- .8 Post all versions to the Plan and submit an updated copy to the Departmental Representative in all instances.
- .9 Maintain copies of all hazard assessments on site for the entire duration of work. Make available to Departmental Representative for review upon request.
- .10 Submission of the Health and Safety Plan, and any revised version, to the Departmental Representative is for information and reference purposes only. It shall not be construed to imply approval by Departmental

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- 10 Health and Safety Plan (Cont'd)
- .10 (Cont'd) Representative, be interpreted as a warranty of being complete, accurate and legislative compliant and shall not relieve Contractor of his legal obligations for the provision Health and Safety on the construction project.
- 11 Hazardous Products
- .1 Comply with requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage, and disposal of hazardous materials, and regarding labelling and provision of material safety data sheets acceptable to Labour Canada and Health and Welfare Canada.
- .2 Deliver copies of WHMIS - MSDS data sheets to Departmental Representative on delivery of materials.
- .3 All Data Sheets must be posted on site, in a common area, visible to all workers and in locations accessible to tenants employees when work of this contract includes construction activities adjacent to occupied areas.
- .4 Make all efforts to select and use materials (ie: adhesives, solvents, cleaners etc..) for the type and nature of work to be carried out which are the least hazardous products available, of low VOC content or low toxicity type products and emitting low noxious odours. Select products known to be friendly to the environment and to human health. Communicate this intent to sub-contractors, suppliers and manufacturers.
- .5 Where the use of hazardous and toxic products cannot be avoided:
- .1 Advise Departmental Representative before hand of the product(s) intended for use, submit WHMIS data sheets as per clause 11.1 above.
- .2 Schedule, in conjunction with the Departmental Representative, to carryout the work during "Off Hours" when tenants have left the building.
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12 Fire Safety &
Hot Work
Requirements

- .1 Comply with Federal and Provincial fire safety regulations, including the requirements of the following standards as issued by the Fire Protective Services of Human Resource Development Canada:
 - .1 FCC 301 - Standard for Construction Operations.
 - .2 FCC 302 - Standard for Welding and Cutting.
- .2 Obtain Departmental Representative's authorization before any welding, cutting or any other hot work operations can be carried out on site. Hot Work includes all cutting with use of torch or other open flame devices and grinding with equipment which produces sparks.
- .3 To obtain Departmental Representative's authorization, Contractor shall develop, and implement use of written Hot Work Procedures and Safe Work Practices to be followed on the construction site for all hot work. Submit such procedures to Departmental Representative for review and approval.
- .4 The Hot Work Procedures and Safe Work practices shall meet with fire safety regulations specified in clause 12.1 above and shall include the following criteria:
 - .1 Use of a Hot Work Permit system, between Contractor and each worker performing the hot work; consisting of a form to be filled out and issued for each and every hot work operation.
 - .2 Requirement for a hazard analysis to be carried out of the immediate area and on the nature and extent of the hot work required. The assessments must be done prior to and for each and every event where a Hot Work permit will be issued. Hazard analysis shall document in writing the following:
 - .1 Identified known and potential hazards,
 - .2 Protective controls and measures to be taken to minimize the risk of a fire,
 - .3 Planned emergency responses.
 - .3 Provision of a designated person(s) to carry out fire safety watch for a minimum of 30 minutes after completion of the hot work.

12 Fire Safety &
Hot Work
Requirements
(Cont'd)

- .5 Hot Work Permit Form to include, as a minimum, the following information:
- .1 Project name and project number
 - .2 Name and address of building or facility where work to be performed including specific floor or room etc.
 - .3 Description of hot work and nature of work to be carried out.
 - .4 Special precautions required, including the type of fire extinguisher needed.
 - .5 Worker(s) License or Certificate number when applicable in accordance with provincial regulations.
 - .6 Name and signature of Contractor, or his designated superintendent authorized to issue the permit, and the date when permit was prepared and issued.
 - .7 Name of worker(s) (clearly printed) to which the permit is being issued.
 - .8 Time duration when permit is in force (not to exceed 8 hours) indicating "Start" date & time and "completion" date & time.
 - .9 Worker signature with date and time when work has been completed.
 - .10 Name of fire safety watch person, with his signature, date and time at completion of safety watch, certifying that the surrounding area was under his watch and inspected for a minimum of 30 minutes immediately upon hot work completion and found to be in a fire safe condition.
- .6 The Hot Work Permit shall be completed in full before work commences, signed by the respective persons upon completion and returned to the Contractor.
- .7 Maintain Work Permits and Hazard analysis documentation on site for duration of Work. Upon request, make available for viewing by Departmental Representative and by any person authorized by the Departmental Representative.
- .8 Submit copy of Contractor's Hot Work Procedures and Safe Work Practices to obtain Departmental Representative's authorization of such procedures in sufficient lead time before any hot work must to be carried out so as not to delay work.

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- 12 Fire Safety & Hot Work Requirements (Cont'd) .9 In most cases, Departmental Representative will issue only one written authorization covering the entire construction project and duration. However in some cases, depending on the nature or phasing of work, the quantity of various trades needing to perform welding and cutting, or other deemed situation, Departmental Representative might designate certain portion of the construction work as separate entities each requiring it's own written authorization. Follow Departmental Representative's directives in this regard.
- 13 Fire Protection and Alarm Systems .1 Fire protection and alarm systems shall not be:
.1 Obstructed.
.2 Shut-off, unless approved by Departmental Representative.
.3 Left inactive at the end of a working day or shift.
.2 Fire hydrants, standpipes and hose systems shall not be used for other than fire fighting purposes.
.3 The Contractor is liable for all costs incurred, from the fire department and the building owner and tenants, resulting from setting off false alarms.
- 14 Blasting .1 Blasting or other use of explosives is not permitted.
- 15 Powder Actuated Devices .1 Use of powder actuated fastening devices only after receipt of written permission from Departmental Representative.
- 16 Overloading .1 Ensure no part of work is subjected to a load which will endanger its safety or will cause permanent deformation.
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- 17 Falsework .1 Design and construct falsework in accordance with CSA S269.1.
- 18 Scaffolding .1 Design, construct and maintain scaffolding in rigid, secure and safe manner in accordance with CAN/CSA-S269.2.
- .2 Erect scaffolding independent of walls. Remove promptly when no longer required.