

Part 1 General

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1.2 TAXES

- .1 Pay all taxes properly levied by law (including Federal, Provincial and Municipal).

1.3 FEES, PERMITS and CERTIFICATES

- .1 Pay all fees and obtain all permits. Provide authorities with plans and information for acceptance certificates. Provide inspection certificates as evidence that work conforms to requirements of Authority having jurisdiction.

1.4 CONSTRUCTION PROGRESS SCHEDULE

- .1 Schedule and execute work with least possible interference or disturbance to the normal use of premises.
- .2 On award of contract submit bar chart construction schedule for work, indicating anticipated progress stages within time of completion. When the Departmental Representative has reviewed schedule, take necessary measures to complete work within scheduled time. Do not change schedule without notifying Departmental Representative.
- .3 Carry out work during "regular hour", Monday to Friday from 07:00 to 18:00 hours and on Saturdays, Sundays and statutory holidays.
- .4 Give the Departmental Representative 48 hours notice for work to be carried out during "off hours".

1.5 SUBMITTAL PROCEDURES

- .1 Refer to section 01 33 00 - Submittal Procedures.

1.6 REGULATORY REQUIREMENTS

- .1 References and Codes:
 - .1 Materials shall be new and work shall conform to the minimum applicable standards of the "References" indicated in the specification sections, the National Building Code of Canada 2010 (NBC) and all applicable Provincial and Municipal codes. In the case of conflict or discrepancy the most stringent requirement shall apply.
- .2 Building Smoking Environment:
 - .1 Smoking is not permitted in the Building. Obey smoking restrictions on building property.
- .3 Hazardous Material Discovery:
 - .1 Stop work immediately when material resembling spray or trowel-applied asbestos, Polychlorinated Biphenyl (PCB), mould or other designated substances encountered during demolition work.
 - .1 Take preventative measure and promptly notify Departmental Representative.
 - .2 Do not proceed until written instructions have been received from Departmental Representative.

1.7 FIRE SAFETY REQUIREMENTS

- .1 Comply with both the National Building Code of Canada 2010 and the National Fire Code of Canada 2010 for safety of persons in buildings in the event of a fire and the protection of buildings from the effects of fire, as follows;
 - .1 The National Building Code (NBC): for fire safety and fire protection features that are required to be incorporated in a building during construction.
 - .2 The National Fire Code (NFC):
 - .1 The on-going maintenance and use of the fire safety and fire protection features incorporated in buildings.
 - .2 The conduct of activities that might cause fire hazards in and around buildings.
 - .3 Limitations on hazardous contents in and around buildings.
 - .4 The establishment of fire safety plans.

- .5 Fire safety at construction and demolition sites.
- .2 Welding and cutting:
 - .1 Before welding, soldering, grinding and/or cutting work, obtain a permit as directed by the Departmental Representative. Store flammable liquids in approved CSA containers.
 - .2 At least one week prior to commencing cutting, welding or soldering procedure, provide to Departmental Representative:
 - .1 Notice of intent, indicating devices affected, time and duration of isolation or bypass.
 - .2 Completed welding permit as defined in NFC.
 - .3 Return welding permit to Departmental Representative immediately upon completion of procedures for which permit was issued.
 - .3 "Fire Watchers" as described in NFC shall be assigned when welding or cutting operations are carried out in areas where combustible materials within 15m may be ignited by conduction or radiation.
- .3 Where work requires interruption or cause activation of fire alarms or fire suppression, extinguishing or protection systems:
 - .1 Provide "Watchman Service" as described in NFC; In general, watchman service is defined as an individual conversant with "Fire Emergency Procedures", performing fire picket duty within an unprotected and unoccupied (no workers) area once per hour.
 - .2 Retain services of manufacturer for fire protection systems on daily basis or as approved by Departmental Representative, to isolate and protect all devices relating to:
 - .1 modification of fire alarms, fire suppression, extinguishing or protection systems; and/or
 - .2 cutting, welding, soldering or other construction activities that might activate fire protection systems.
 - .3 Immediately upon completion of work, restore fire protection systems to normal operation and verify that all devices are fully operational.
 - .4 Inform fire alarm system monitoring agency and local Fire Department immediately prior to isolation and immediately upon restoration of normal operation.

1.8 QUALITY CONTROL

- .1 Testing Laboratory Services:
 - .1 Departmental Representative will appoint and pay for costs of inspection and testing services, unless indicated otherwise.
 - .2 Provide safe working areas and assist with testing procedures, including provisions for materials or services and co-ordination, as required by testing agency and as authorized by Departmental Representative.
 - .3 Where tests indicate non-compliance with specifications, contractor to pay for initial test and all subsequent testing of work to verify acceptability of corrected work.

1.9 HAZARDOUS MATERIALS

- .1 Hazardous Materials: product, substance, or organism that may cause adverse impact to environment or adversely affect health of persons, animals, or plant life when released into the environment.

- .2 Comply with the requirements of the Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage, and disposal of hazardous materials; and regarding labelling and the provision of Material Safety Data Sheets (MSDS).
- .3 For work in occupied buildings, give the Department Representative one week notice for work involving designated substances (Ontario Bill 208), and hazardous substances (Canada Labour Code Part II Section 10).

1.10 **REMOVED MATERIALS**

- .1 Unless otherwise specified, caulking, dust, and other debris generated from cutting-out and materials removed and not for reuse become the Contractor's property.
- .2 Take such removed debris and materials immediately from site.

1.11 **TEMPORARY UTILITIES**

- .1 Existing services required for work, excluding power required for space temporary heating, may be used by the Contractor without charge. Ensure capacity is adequate prior to imposing additional loads. Connect and disconnect at own expense and responsibility.
- .2 Notify the Departmental Representative and utility companies of intended interruption of services and obtain requisite permission.
- .3 Give the Departmental Representative one week notice related to each necessary interruption of any mechanical or electrical service throughout the course of the work. Keep duration of these interruptions to a minimum. Carry out all interruptions after normal working hours of the occupants, preferably on weekends.
- .4 The Contractor to ensure all safety and noise abatement procedures are applied as applicable.
- .5 Contractor to provide potable water for the work.
- .6 Propane is a prohibited heating fuel type.

1.12 **CONSTRUCTION FACILITIES**

- .1 Access Scaffold:
 - .1 Provide design drawings, signed and sealed by qualified Professional Engineer licensed in the province of Ontario, where prescribed.
 - .2 Additions or modifications to scaffolding must be approved by Professional Engineer in writing.
- .2 Site Storage:
 - .1 Space is limited on site and storage outside the work area may not be available.
 - .2 The Departmental Representative will assign storage space, if available, that shall be equipped and maintained by the Contractor.
 - .3 Do not unreasonably encumber site with materials or equipment.
 - .4 Move stored products or equipment that interfere with operations of Departmental Representative or other contractors.
 - .5 Obtain and pay for use of additional storage or work areas needed for operations.
 - .6 Do not load or permit to load any part of work with weight or force that will endanger work.
- .3 Where security is reduced by work provide temporary means to maintain security.

- .4 Sanitary facilities: will be assigned for Contractor's personnel. Others shall not be used. Keep facilities clean.
- .5 Signage:
 - .1 Provide common-use signs related to traffic control, information, instruction, use of equipment, public safety devices, etcetera, in both official languages or by the use of commonly understood graphic symbols and to approval of the Departmental Representative.
 - .2 No advertising will be permitted on this project.
 - .3 The Departmental Representative will provide a sign describing the project for the information of building users. Locate sign as directed by Departmental Representative.
 - .4 Maintain approved signs and notices in good condition for duration of project and dispose of offsite, on completion of project or earlier, as directed by Departmental Representative.

1.13 TEMPORARY BARRIERS AND ENCLOSURES

- .1 Maintain existing services to building and provide for personnel and vehicle access.
- .2 Hoarding:
 - .1 Design, erect and maintain temporary site enclosure and covered pedestrian walkways and provide protection, complete with signs and electrical lighting as required by authority having jurisdiction.
- .3 Weather Enclosures: protect work temporarily until permanent enclosures completed.
- .4 Heating. Provide heating to maintain minimum temperatures for work, installation and curing of materials, meeting manufacturer's recommendations and as directed by the Departmental Representative.
- .5 Dust Control:
 - .1 Provide dust tight screens or partitions to localize dust-generating activities, and for protection of workers, finished areas of work and public.
 - .2 Maintain and relocate protection until such work is complete.
 - .3 Protect all furnishings within work area with 0.102mm thick polyethylene film during construction. Remove film during non-construction hours and leave premises in clean, unencumbered and safe manner for normal daytime function.
- .6 Design, construct and maintain temporary "access to" and "egress from" work areas, including stairs, runways, ramps or ladders and scaffolding, independent of finished surfaces and in accordance with relevant municipal, provincial and other regulations.
- .7 Protection:
 - .1 Protect work against damage until take-over.
 - .2 Protect adjacent work against the spread of dust and dirt beyond the work areas.
 - .3 Protect operatives and other users of site from all hazards.
- .8 Work zones:
 - .1 The contractor shall agree to install proper site separation and identification in order to maintain "Time and Space" at all times throughout the life of the project. When Building Operations staff requires access to equipment in order to operate the building, proper coordination and communication must exist between all parties involved."

1.14 SCHEDULING the WORK

- .1 Coordinate construction hours with Departmental Representative for work during summer season and for special events occurring on adjacent site.
- .2 Road closures are permitted in early mornings and in evenings only. Obtain approval from Departmental Representative 10 working days in advance of planned closure.
- .3 Shut down vehicles and machinery when inactive, to reduce noise and generation of fumes. Contractor to submit a safety plan detailing the measures to be implemented to mitigate vibrations, impacts, dust, fumes must be provided to the Departmental Representative (Occupational Health and Safety Engineer) for review, at least 3 weeks prior to the start date for the work. The plans should include locations for generators, compressors and other exterior stationary machinery and equipment.
- .4 Ensure that personnel employed on site become familiar with and obey health safety, fire, traffic and security regulations.
- .5 The Departmental Representative reserves the right to temporarily stop noisy operations and generation of fumes considered disruptive to adjacent occupied areas
- .6 The Departmental Representative reserves the right to temporarily stop work due to operational activities. Contractor will be given a 48-hour notice. In the event that the Departmental Representative (Occupational Health and Safety Engineer) deems it necessary to order a temporary stop work due to a health and safety concern, work shall cease immediately.
- .7 "Stop work" orders for infractions of contract documents or violations of applicable health and safety regulations will not be considered as a "stop work" period.

1.15 USE of SITE and FACILITIES and DELIVERIES

- .1 All deliveries and removals are to be done after normal working hours only between 21:00 hrs and 06:00 hrs.
- .2 Deliver materials: refer to Article 14. Scheduling the Work
- .3 Materials shall be delivered to the designated loading area, unloaded, and immediately transported to the designated materials storage area. Do not allow materials or equipment to remain in the vicinity of the loading area.
- .4 The Departmental Representative will assign an area in the vicinity of the work area to accommodate one garbage container, remove daily.
- .5 Coordinate deliveries and removals with other contractors who are working on the site.
- .6 Materials shall only be delivered when required for the project.

1.16 SITE STORAGE

- .1 Materials storage will need to be properly coordinated with the Departmental Representative and shall be equipped and maintained by the Contractor. No storage space will be available outside of the project site.
- .2 On-site storage shall only be accommodated at locations shown on the drawings within the work area.
- .3 Do not unreasonably encumber site with materials or equipment.
- .4 Move stored products or equipment which interfere with operations of Departmental Representative or other contractors.
- .5 Obtain and pay for use of additional storage or work areas needed for operations.
- .6 Do not load or permit to load any part of Work with a weight or force that will endanger to Work.

1.17 COMMON PRODUCT REQUIREMENTS

- .1 Quality of Work:
 - .1 Carry out work using qualified licensed workers or apprentices in accordance with Provincial Act respecting manpower vocational training and qualification.
 - .2 Permit employees registered in Provincial apprenticeship program to perform specific tasks only if under direct supervision of qualified licensed workers.
 - .3 Determine permitted activities and tasks by apprentices, based on level of training attended and demonstration of ability to perform specific duties.
- .2 Storage, Handling and Protection:
 - .1 Handle and store products in manner to prevent damage, adulteration, deterioration and soiling and in accordance with manufacturer's instructions.
 - .2 Store packaged or bundled products in original and undamaged condition with manufacturer's seal and labels intact. Do not remove packaging or bundling until required in work.
- .3 Manufacturer's Instructions: unless otherwise indicated in specifications, install or erect products in accordance with manufacturer's instructions. Do not rely on labels or enclosures provided with products. Obtain written instructions directly from manufacturers.

1.18 PROTECTION

- .1 Protect work temporarily until permanent enclosures are completed.
- .2 Protect finished work against damage until take-over.
- .3 Protect adjacent work against the spread of dust and dirt beyond the work areas.
- .4 Prevent dust and debris from interfering with operation and other work activities.
- .5 Provide temporary dust screens, barriers and warning signs in locations where the work is adjacent to areas used by the public or by government staff.
- .6 Protect operatives and other users of site from all hazards.
- .7 Protect exposed electrical equipment during work.

1.19 EXAMINATION and PREPARATION

- .1 Examine site and conditions likely to affect work and be familiar and conversant with existing conditions.
- .2 Before commencing work, establish location and extent of services lines in area of work and notify Departmental Representative of findings.
- .3 Provide photographs of surrounding properties, objects and structures liable to be damaged or be the subject of subsequent claims.
- .4 Take photographs and submit to Departmental Representative before commencement of work in any location. Assume responsibility for undocumented damage (pre-existing or not).
- .5 Take field measurements to verify or supplement dimensions.

1.20 EXECUTION

- .1 Cut, Patch and Make Good:
 - .1 Cut existing surfaces as required to accommodate new work.
 - .2 Remove all items so shown or specified.

- .3 Patch and make good surfaces cut, damaged or disturbed, to Departmental Representative's approval. Match existing material, colour, finish and texture.
- .2 Unless otherwise specified, materials for removal become the Contractor's property and shall be taken from site.

1.21 WASTE MANAGEMENT

- .1 Garbage/waste bins are not to be kept on site at ground level. Remove garbage/waste using dump trucks or other vehicles daily or as required. Obtain Departmental Representative approval before bringing vehicles to ensure site restrictions for time, locations to park, weight restrictions, access approvals are met.
- .2 Comply with Environmental Protection Act, Ontario Regulations: O. Reg. 102/94 – Waste Audits and Waste Reduction Work Plans; and O. Reg. 103/94 – Industrial, Commercial and Institutional Source Separation Programs; for waste management on construction and demolition projects.
- .3 Conduct "waste audit" to determine what waste will be generated during construction and demolition operations. Prepare written "waste reduction work plan" and implement the principles to reduce, reuse and recycle materials to the extent that is possible.
- .4 Provide a "source separation program" to disassemble and collect in an orderly fashion "materials designated for alternative disposal" from the "general waste" stream.
- .5 Submit complete records of all removals from site for both "materials designated for alternative disposal" and "general waste" including:
 - .1 time and date of removal;
 - .2 description of material and quantities; and
 - .3 proof that materials have been received at an approved Waste Processing Site or certified Waste Disposal Site as required.

1.22 CLOSEOUT SUBMITTALS

- .1 Operational and Maintenance Manuals:
 - .1 Two (2) weeks prior to any scheduled training,] submit to Departmental Representative six (6) copies of approved Operations Data and Maintenance Manual in both official languages, compiled as follows:
 - .1 Bind data in vinyl hard cover 3 "D" ring type loose-leaf binders for 212 x 275mm size paper. Binders must not exceed 75mm thick or be more than 2/3 full.
 - .2 Enclose title sheet labelled "Operation Data and Maintenance Manual," project name, date and list of contents. Project name must appear on binder face and spine.
 - .3 Organize contents into applicable sections of work to parallel project specifications breakdown. Mark each section by labelled tabs protected with celluloid covers fastened to hard paper dividing sheets.
 - .2 Include following information plus data specified:
 - .1 Maintenance instruction for finished surface and materials.
 - .2 Copy of hardware and paint schedules.
 - .3 Description: operation of the equipment and systems defining start-up, shut-down and emergency procedures, and any fixed or adjustable set points that affect the efficiency of the operation. Include nameplate information such as make, size, capacity and serial number.
 - .4 Maintenance: use clear drawings, diagrams or manufacturers' literature which specifically apply and detail the following:

- .1 lubrication products and schedules;
 - .2 trouble shooting procedures;
 - .3 adjustment techniques; and
 - .4 operational checks.
- .5 Suppliers' names, addresses and telephone numbers and components supplied by them must be included in this section. Components must be identified by a description and manufacturers part number.
- .6 Guarantees showing:
 - .1 name and address of projects;
 - .2 guarantee commencement date (date of Interim Certificate of Completion);
 - .3 duration of guarantee;
 - .4 clear indication of what is being guaranteed and what remedial action will be taken under guarantee; and
 - .5 signature and seal of Guarantor.
- .7 Additional material used in project listed under various Sections showing name of manufacturer and source of supply.
- .3 Spare parts: list all recommended spares to be maintained on site to ensure optimum efficiency. List all special tools appropriate to unique application. All parts/tools detailed must be identified as to manufacturer, manufacturer part number and supplier (including address).
- .4 Include one complete set of final shop drawings (bound separately) indicating corrections and changes made during fabrication and installation.
- .2 Records:
 - .1 As work progresses, maintain accurate records to show deviations from contract drawings. Just prior to Departmental Representative's inspection for issuance of final certificate of completion, supply to the Departmental Representative one (1) set of white prints with all deviations neatly inked in.
- .3 Guarantees and Warranties:
 - .1 Before completion of work collect all manufacturer's guarantees or warranties and deposit with Departmental Representative.

1.23 CLEANING

- .1 Clean up as work progresses. At the end of each work period, and more often if ordered by the Departmental Representative, remove debris from site, neatly stack material for use, and clean up generally.
- .2 Upon completion remove scaffolding, temporary protection and surplus materials. Make good defects noted at this stage.
- .3 Clean and polish glass, mirrors, ceramic tile, aluminum, chrome, stainless steel, baked or porcelain enamel, plastic laminate and other plastic surfaces, floors, hardware and washroom fixtures. Clean manufactured articles in accordance with manufacturer's written instructions.
- .4 Clean areas under contract to a condition equal to what previously existed and to approval of Departmental Representative.
- .5 Clean ledges, window sills, keystones, cornices and other projecting surfaces of soiling and animal droppings before demolition and construction.
- .6 Use eco-friendly cleaners and cleaning approaches that are will not damage the surfaces being cleaned such as metals, paint, wood and metal.

- .7 Submit data sheets for cleaning products, and methods of cleaning for acceptance by Departmental Representative before beginning work.

1.24 CUT, PATCH AND MAKE GOOD

- .1 Obtain Departmental Representative's written approval before cutting existing surfaces to accommodate the work.
- .2 Where cuts are permitted: make cuts with clean, true, smooth edges or as directed by Departmental Representative.
- .3 Patch and make good surfaces cut, damaged or disturbed, to Departmental Representative's approval. Match existing material, colour, finish and texture.
- .4 Remove all items so shown or specified.
- .5 Cut existing surfaces as required to accommodate new work.
- .6 Work includes modification of existing construction. Include for cutting, fitting, adjustments to quantities, provision of accessories and all measures required to accommodate deviations in layout and nature of existing work.

1.25 SECURITY CHECK

- .1 All personnel employed on this project will be subject to security check. Obtain requisite clearance, as instructed, for each individual required to enter the premises.
- .2 Personnel will be checked daily at start of work shift and given a pass, which must be worn at all times. Pass must be returned at end of work shift and personnel checked out.

1.26 SECURITY ESCORT AND POINT OF ACCESS

- .1 All personnel employed on this project shall be escorted when executing work in non-public areas during normal working hours, unless otherwise directed by the Departmental Representative. Personnel shall be escorted in all areas after normal working hours.
- .2 Submit an escort request to Departmental Representative at least 10 days before the service is needed. For requests submitted within the time mentioned above, the Departmental Representative will pay for the costs of the security escort. The cost incurred by a late request will be charged to the Contractor.
- .3 Any escort request may be cancelled free of charge if notification of cancellation is given at least 4 hours before the scheduled time of the escort. The cost incurred by a late cancellation will be charged to the Contractor.
- .4 The calculation of costs will be based on the average hourly rate of a security officer for a minimum of 8 hours per day for a late service request and 4 hours for late cancellations.
- .5 Regular point of access will be the building loading dock where all must sign-in with the Commissionaire.

1.27 COST BREAKDOWN

- .1 Before submitting first progress claim, submit breakdown of Contract Amount in detail as directed by Departmental Representative and aggregating the Contract Amount. After approval by Departmental Representative cost breakdown will be used as the basis of progress payments.

1.28 PRECEDENCE

- .1 For Federal Government projects, Division 01 Sections take precedence over technical specification sections in other Divisions of this Project Manual

1.29 PROJECT MEETINGS

- .1 Organize weekly project meeting to discuss progress, schedule and project issues. The Contractor will take and distribute minutes of meeting. Arrange for sub-contractors to attend meetings as required.
- .2 Within 10 working days after award of Contract, request a meeting of parties in contract to discuss and resolve administrative procedures and responsibilities.

1.30 FIELD QUALITY CONTROL CORRECTIONS

- .1 Carry out Work using qualified licensed workers or apprentices in accordance with Provincial Act respecting manpower vocational training and qualification.
- .2 Permit employees registered in Provincial apprenticeship program to perform specific tasks only if under direct supervision of qualified licensed workers.
- .3 Determine permitted activities and tasks by apprentices, based on level of training attended and demonstration of ability to perform specific duties.

1.31 MOWING GRASS

- .1 The Contractor shall make regular mowing of existing lawn areas to be preserved, keeping the grass to a maximum height of as directed by the Departmental Representative, within the limits of the job site, to ensure the work area does not become unkempt over time.

1.32 CONSTRUCTION YARD HOARDING

- .1 Erect temporary site enclosures using Modular, construction field fence panelised with galvanized steel mesh. Modular panels of 2.300mm in height made of 16-guage tubular sections, galvanized steel and 6-guage galvanized steel wire mesh welded to tubular sections. Fencing to be supported on surface mounted concrete block footings. Add plastic green mesh to the galvanized steel mesh to mitigate visual impact of site fencing.
- .2 Fencing shall be in good condition and of uniform colour.
- .3 Submit fencing layout, signage type and locations of both for Departmental Representative approval no later than 10 days following award of Contract.
- .4 If pedestrian passage is blocked by the site enclosures, an alternate route must be indicated with appropriate signage.

1.33 CRANE MOBILIZATION

- .1 Crane is not to be left permanently on site.
- .2 Confirm with Departmental Representative restrictions on time of day, locations for set up, weight restrictions, access approvals.
- .3 Include crane time on site in construction schedule.
- .4 Obtain approval from Departmental Representative to bring crane on site.
- .5 Submit request to Departmental Representative at least 10 days before the service is needed.

1.34 PARKING

- .1 There is no permanent parking on site.
- .2 Contractor to make arrangements for temporary parking as needed, with Departmental Representative.

1.35 OFFSITE WORK

- .1 On Departmental Representatives approval, bronze objects may be removed to offsite heated workshops for restoration work, in place of restoring on site inside weather tight heated enclosures.
- .2 Meet requirements for removals offsite as directed by the Departmental Representative.

1.36 ACCESS & EGRESS

- .1 The Contractor shall agree to install proper site separation and identification in order to maintain "Time and Space" at all times throughout the life of the project and when PWGSC Building Operations staff or provincially regulated maintenance contractors require access to the grounds or equipment, proper coordination and communication must exist between all parties involved.

1.37 POWDER ACTUATED DEVICES

- .1 Use powder actuated devices only after receipt of written permission from Departmental Representative.

Part 2 Products

2.1 NOT USED

- .1 Not used.

Part 3 Execution

3.1 NOT USED

- .1 Not used.

END OF SECTION

PART 1 – GENERAL

1.1 REGULATORY REQUIREMENTS

- .1 An investigation into the presence of designated substances for the restoration of bronze elements around the exterior of the Supreme Court of Canada , 301 Wellington Street, Ottawa, Ontario was performed in order to meet the requirements of the *Canada Labour Code (CLC)* under Part II, Section 124 that every employer shall ensure that the health and safety at work of every person employed by the employer is protected. Furthermore, Section 125(1) (z.14) of the *Canada Labour Code* stipulates that the employer, to the extent that he controls the activity, will take all reasonable care to ensure that all persons granted access to the work place, other than the employer's employees, are informed of every known or foreseeable health and safety hazard to which they are likely to be exposed in the work place. In addition, it was performed to meet the requirements of Section 30 of the *Ontario Occupational Health and Safety Act, Revised Statutes of Ontario, 1990, Chapter 0.1*. By having a Designated Substances Report (DSR) conducted, the PWGSC Departmental Representative will be able to inform his or her employees, contractors, and tenants of any designated substances that may be present and possibly disturbed throughout the duration of the project. The informed Departmental Representative will then be able to impose appropriate health and safety precautions for all applicable personnel as required.
- .2 The designated substances identified in the *Occupational Health and Safety Act* and its corresponding regulations are:
 - .1 **Acrylonitrile:** “Designated Substances”
O. Reg 490/09 (as amended)
 - .2 **Arsenic:** “Designated Substances”
O. Reg 490/09 (as amended)
 - .3 **Asbestos:**
 - .1 “Designated Substances”
O. Reg 490/09 (as amended)
 - .2 “General – Waste Management”
O. Reg 347/90 (as amended)
 - .3 “Designated Substance – Asbestos on Construction Projects and in Buildings and Repair Operations”
O.Reg 278/05 (as amended)
 - .4 PWGSC Departmental Policy
DP 057 – “Asbestos Management”
 - .4 **Benzene:** “Designated Substances”
O. Reg 490/09 (as amended)
 - .5 **Coke Oven Emissions:** “Designated Substances” O. Reg 490/09 (as amended)

- .6 **Ethylene Oxide:** *"Designated Substances"*
O. Reg 490/09 (as amended)
 - .7 **Isocyanates:** *"Designated Substances"*
O. Reg 490/09 (as amended)
 - .8 **Lead:**
 - .1 *"Designated Substances"*
O. Reg 490/09 (as amended)
 - .2 *"General – Waste Management"*
O. Reg 347/90 (as amended)
 - .3 *Canada Consumer Product Safety Act's Surface Coating Materials Regulations SOR/2005-109* (as amended)
 - .9 **Mercury:**
 - .1 *"Designated Substances"*
O. Reg 490/09 (as amended)
 - .2 *"General – Waste Management"*
O. Reg 347/90 (as amended)
 - .10 **Silica:** *"Designated Substances"*
O. Reg 490/09 (as amended)
 - .11 **Vinyl Chloride:** *"Designated Substances"*
O. Reg 490/09 (as amended)
- .3 All contractors requesting tenders from subcontractors shall furnish this report to subcontractors. **This report must be read in its entirety, including text and tables.**

1.2 VALIDITY DATE

- .1 Cyprien Amani, Environmental Analyst of the Environmental Services Directorate of the Real Property Branch, PWGSC, conducted the on-site survey for this report on 2014/05/21.
- .2 The specific locations within the scope of this project are:
 - monument of Louis St. Laurent
 - two statues (Veritas and Justitia)
 - two torches
 - two flag poles
 - eight lamps around the perimeter

This area is located at the Supreme Court of Canada, 301 Wellington Street, Ottawa, Ontario. The scope of work for the project consists of restoring the bronze elements around the exterior of the Supreme Court of Canada, including the metallurgical, masonry and minor electrical works.

 - .1 The scope of work for this report involved a visual inspection of building materials and contents for the presence of suspected

designated substances in the project area on 2014/05/21.

- .2 From the visual inspection, suspect materials were sampled and analyzed, where appropriate, for the above substances. On the basis of the visual inspection, a total of three (3) bulk samples of suspected asbestos-containing materials (ACMs), and one (1) bulk samples of suspected lead-containing paint were collected. Bulk ACM samples were collected in order to satisfy the requirements of *O. Reg. 278/05* (as amended).

The samples were then submitted for analysis to the EXOVA Laboratory (accredited by the Canadian Association for Laboratory Accreditation and National Voluntary Laboratory Accreditation Program) located at 146 Colonnade Road, Unit 8, Nepean, Ontario.

The bulk asbestos samples were analyzed using Polarized Light Microscopy (PLM). This analytical method complies with the United States Environmental Protection Agency (U.S. EPA) Method 600/R-93/116.

The lead analysis of the paint samples was completed using Inductively Coupled Plasma – Mass Spectrometry (ICP-MS) in accordance with U.S. EPA Method 6010-C.

- .3 The visual inspection and sampling was limited to readily accessible areas. Destructive testing was not included in the investigation, but is recommended prior to any major demolition. Due to the nature of building construction, some inherent limitations exist as to the possible thoroughness of the designated substance survey. The survey did not include the demolition of floors, floor finishes, plaster ceilings or walls or other areas to examine concealed conditions. No confined space was accessed for the purpose of this report.
- .4 It is possible that the designated substances aforementioned are present in non-accessible areas and concealed spaces (i.e., wall and ceiling cavities), or confined spaces. No other areas outside the defined work boundaries have been assessed.
- .5 Prior to beginning work, it must be confirmed with the Departmental Representative that no additional designated substances have been brought to the project area.
- .6 In addition, the survey refers to polychlorinated biphenyls (PCBs) and halocarbons; however, it does not refer to other substances that may be

present in the day-to-day usage for specialized equipment or areas in buildings (i.e. lead shields, fume hoods, etc.).

- .7 There is a possibility that materials which could not be reasonably identified within the scope of this assessment or which were not apparent during previous site visits may exist. Should any designated substance be encountered in the course of demolition, work must be stopped, precautionary measures taken, and the Departmental Representative must be notified immediately. **Do not proceed until written instructions have been received.**

PART 2 - DESIGNATED SUBSTANCES

2.1 SURVEY RESULTS

- .1 **ACRYLONITRILE:** Not Identified
.2 **ARSENIC:** Not Identified
.3 **ASBESTOS:** Not Identified

Asbestos is a naturally occurring material. In general, it has historically been intentionally added to many building materials in the construction industry to increase thermal or chemical resistance properties. More common uses are thermal insulation for pipes and boilers, structural steelwork fireproofing, floor tiles and in-wall and ceiling plasters. There are two classes of asbestos-containing materials: friable and non-friable. Friable asbestos-containing materials are loose in composition or can be easily crumbled using hand pressure. Non-friable asbestos-containing materials are more durable and are held together by a binder such as cement, vinyl or asphalt.

Representative bulk samples, collected on 2014/05/21 from materials located within the project area have been analyzed for asbestos. Analytical results indicate that ACM in the project area does not contain asbestos. The results are shown in Table 1 below.

Table 1: Asbestos Sample Results by Polarized Light Microscopy (PLM)

Sample ID	Material	Location	Asbestos Type	Asbestos content (%)
SCCSTLAURENT-AS-1A	Mortar	Base of St_Laurent Bronze Monument	n/d	n/a
SCCSTLAURENT-AS-1B			n/d	n/a
SCCSTLAURENT-AS-1C			n/d	n/a

n/d = none detected, n/a = not applicable

- .4 **BENZENE:** Not Identified

.5 **COKE OVEN EMISSIONS:** Not Identified

.6 **ETHYLENE OXIDE:** Not Identified

.7 **ISOCYANATES:**

.8 **LEAD: Identified**

Lead is a naturally occurring metal. It was used primarily in paint prior to the 1980's to speed up drying, increase durability, maintain a fresh appearance, and resist moisture that causes corrosion. Lead in paint becomes a danger when it is old or damaged, as it creates lead dust and chips. Lead can also be found in soldered joints installed on piping up to the mid 1990s and in older cast iron bell and spigot joints.

- .1 According to the *Canada Consumer Product Safety Act's Surface Coating Materials Regulations SOR/2005-109* (as amended) allowable concentration of lead in surface coatings is 90mg/kg which is equivalent to 90 parts per million (ppm).
- .2 Even at very low concentrations, there may be potential for exposure to very high levels of lead depending on the activities performed that disturb the lead-containing materials. At low lead concentrations, conducting a risk assessment to assess the potential for exposure is required to determine the need to follow precautionary measures.
- .3 Representative grey paint samples, taken on 2014/05/21 from the project area, have been analyzed for lead content. Analytical results indicate that the beige paint sample (SCCSFLAGPOLE-Pb-1) in the project area has a lead content above the 90ppm threshold outlined in the *Canada Consumer Product Safety Act's Surface Coating Materials Regulations SOR/2005-109* (as amended). The results are shown in Table 2 below.

Table 2: Lead Sample Results by Inductively Coupled Plasma-Mass Spectrometry (ICP-MS)

Sample ID	Description	Location	Lead Content (ppm)
SCCSFLAGPOLE -Pb-1	Grey Paint	Flag Pole, West Direction	3840

Bold items exceed the 90 ppm limit for lead, as per *Canada Consumer Product Safety Act's Surface Coating Materials Regulations SOR/2005-109* (as amended)

.9 **MERCURY:** Not Identified

.10 **SILICA: Identified**

Free crystalline silica is present in concrete within the project area.

- .11 **VINYL CHLORIDE MONOMER:** Not Identified
- .12 **POLYCHLORINATED BIPHENYLS (PCBs):** Not Identified
- .13 **HALOCARBONS:** Not Identified

2.2 RECOMMENDATIONS

1. LEAD

- .1 If lead-containing materials are disturbed (i.e. during dry sanding, grinding, polishing and sawing operations), then proper precautions, as outlined under *Regulation 490/09* (as amended) of the *Ontario Occupational Health and Safety Act*, must be followed.
- .2 Under *Regulation 490/09* (as amended), regulatory limits have been established for occupational exposure limits to airborne lead that may be present in a workplace. The Time Weighted Average Exposure Values (TWAEV) to airborne lead dust or fumes should not exceed the Ministry of Labour's 0.05 milligram per cubic metre (mg/m^3) limit during the removal of paints and products containing any concentration of lead. The TWAEV represents the time-weighted average concentration for a conventional 8-hour workday and a 40-hour workweek, to which it is believed that nearly all workers may be repeatedly exposed, day after day, without adverse health effects.
- .3 Contractors performing work that requires disturbance of lead-containing materials are responsible to ensure that the workers are not exposed to airborne lead dust levels in excess of the time-weighted average Exposure Concentration for lead-containing paints. It should be noted that the use of mechanically-powered tools or torches on lead-containing materials increases the concentration of airborne lead dust or fumes and thereby requiring more stringent respiratory protection and controlled work procedures.
- .4 Ontario Ministry of Labour (MoL) has published the document entitled "*Guideline: Lead on Construction Projects*". This document classifies all disturbances of lead-containing materials as Type 1, Type 2a, Type 2b, Type 3a or Type 3b work, based on presumed airborne concentrations of lead generated during the work each of which will have defined work practices. Although this document is not a regulation, Ministry of Labour Inspectors use it as guidance during site inspections.

- .5 The disposal of construction waste containing lead is controlled by "General – Waste Management" O.Reg 347/90 (as amended) under the *Ontario Environmental Protection Act*. The classification of the waste is dependent upon the result(s) of leachate test(s). The waste can be classified as "hazardous", "non-hazardous" or "registerable solid waste", depending on the results of the leachate test.

2. SILICA

- .1 Silica is governed by the *Regulation 490/09* (as amended) under the *Ontario Occupational Health and Safety Act*. The regulation provides requirements for allowable exposure levels.
- .2 Silica dust can be generated through such processes as blasting, grinding, crushing, and sandblasting silica-containing material. Since silica is present in concrete within the project area, appropriate respiratory protection and ventilation must be donned during the demolition and modifications of these structures.
- .3 The Occupational Health and Safety Branch of the Ontario Ministry of Labour (MoL) has published the document entitled "*Guideline: Silica on Construction Projects*". This document classifies the disturbance of materials containing silica as Type 1, Type 2 or Type 3 work, and assigns different levels of respiratory protection and work procedures for each classification. These work procedures should be followed when performing work involving the disturbance of silica-containing materials.

3. CONTRACTORS DUTIES

The contractor must review the designated substance report and take the necessary precautions to protect the health and safety of the workers and the environment. As per Section 30(4) of the *Ontario Occupational Health and Safety Act*, the party hiring the contractor (i.e. Departmental Representative) shall ensure that the contractor and subcontractor (if any) for the project has received a copy of the designated substance report prior to entering a binding contract for the supply of work on the project. As per Section 27(2) (a, b, and c) of the *Ontario Occupational Health and Safety Act*, while onsite, the contractor supervisor shall exercise every reasonable precaution for the protection of a worker. If you have any questions about the designated substance report, please contact the Departmental Representative.

END OF SECTION

Part 1 General

1.1 ADMINISTRATIVE

- .1 Submit to Departmental Representative submittals listed for review. Submit promptly and in orderly sequence to not cause delay in Work. Failure to submit in ample time is not considered sufficient reason for extension of Contract Time and no claim for extension by reason of such default will be allowed.
- .2 Do not proceed with Work affected by submittal until review is complete.
- .3 Present shop drawings, product data, samples and mock-ups in SI Metric units.
- .4 Where items or information is not produced in SI Metric units converted values are acceptable.
- .5 Review submittals prior to submission to Departmental Representative . This review represents that necessary requirements have been determined and verified, or will be, and that each submittal has been checked and co-ordinated with requirements of Work and Contract Documents. Submittals not stamped, signed, dated and identified as to specific project will be returned without being examined and considered rejected.
- .6 Notify Departmental Representative, in writing at time of submission, identifying deviations from requirements of Contract Documents stating reasons for deviations.
- .7 Verify field measurements and affected adjacent Work are co-ordinated.
- .8 Contractor's responsibility for errors and omissions in submission is not relieved by Departmental Representative's review of submittals.
- .9 Contractor's responsibility for deviations in submission from requirements of Contract Documents is not relieved by Departmental Representative review.
- .10 Keep one reviewed copy of each submission on site.

1.2 SHOP DRAWINGS AND PRODUCT DATA

- .1 The term "shop drawings" means drawings, diagrams, illustrations, schedules, performance charts, brochures and other data which are to be provided by Contractor to illustrate details of a portion of Work.
- .2 Submit drawings stamped and signed by professional engineer registered or licensed in the Province of Ontario, Canada.
- .3 Indicate materials, methods of construction and attachment or anchorage, erection diagrams, connections, explanatory notes and other information necessary for completion of Work. Where articles or equipment attach or connect to other articles or equipment, indicate that such items have been co-ordinated, regardless of Section under which adjacent items will be supplied and installed. Indicate cross references to design drawings and specifications.
- .4 Allow 3 days for Departmental Representative's review of each submission.
- .5 Adjustments made on shop drawings by Departmental Representative are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to Departmental Representative prior to proceeding with Work.

- .6 Make changes in shop drawings as Departmental Representative may require, consistent with Contract Documents. When resubmitting, notify Departmental Representative in writing of revisions other than those requested.
- .7 Do not commence manufacture or order materials before shop drawings are reviewed by Departmental Representative.
- .8 Submit for the Departmental Representative's review, electronic copies of each shop drawing in PDF format, unlocked, minimum 300 dpi, oriented right side up for viewing on computer screen with sheets ordered in sequence within the pdf.
- .9 Accompany submissions with transmittal letter, in duplicate, containing:
 - .1 Date.
 - .2 Project title and number.
 - .3 Contractor's name and address.
 - .4 Division and section number the shop drawing is being submitted for.
 - .5 Identification and quantity of each shop drawing, product data and sample.
 - .6 Other pertinent data.
- .10 Submissions include:
 - .1 Date and revision dates.
 - .2 Project title and number.
 - .3 Name and address of:
 - .1 Subcontractor.
 - .2 Supplier.
 - .3 Manufacturer.
 - .4 Contractor's stamp, signed by Contractor's authorized representative certifying approval of submissions, verification of field measurements and compliance with Contract Documents.
 - .5 Details of appropriate portions of Work as applicable:
 - .1 Fabrication.
 - .2 Layout, showing dimensions, including identified field dimensions, and clearances.
 - .3 Setting or erection details.
 - .4 Capacities.
 - .5 Performance characteristics.
 - .6 Standards.
 - .7 Operating weight.
 - .8 Wiring diagrams.
 - .9 Single line and schematic diagrams.
 - .10 Relationship to adjacent work.
- .11 After Departmental Representative's review, distribute copies.
- .12 Submit electronic copy of shop drawings for each requirement requested in specification Sections and as Departmental Representative may reasonably request.
- .13 Submit electronic copies of product data sheets or brochures for requirements requested in specification Sections and as requested by Departmental Representative where shop drawings will not be prepared due to standardized manufacture of product.

- .14 Submit electronic copies of test reports for requirements requested in specification Sections and as requested by Departmental Representative .
 - .1 Report signed by authorized official of testing laboratory that material, product or system identical to material, product or system to be provided has been tested in accord with specified requirements.
 - .2 Testing must have been within 3 years of date of contract award for project.
- .15 Submit electronic copies of certificates for requirements requested in specification Sections and as requested by Departmental Representative .
 - .1 Statements printed on manufacturer's letterhead and signed by responsible officials of manufacturer of product, system or material attesting that product, system or material meets specification requirements.
 - .2 Certificates must be dated after award of project contract complete with project name.
- .16 Submit electronic copies of manufacturers instructions for requirements requested in specification Sections and as requested by Departmental Representative.
 - .1 Pre-printed material describing installation of product, system or material, including special notices and Material Safety Data Sheets concerning impedances, hazards and safety precautions.
- .17 Submit electronic copies of Manufacturer's Field Reports for requirements requested in specification Sections and as requested by Departmental Representative.
- .18 Documentation of the testing and verification actions taken by manufacturer's representative to confirm compliance with manufacturer's standards or instructions.
- .19 Submit electronic copies of Operation and Maintenance Data for requirements requested in specification Sections and as requested by Departmental Representative.
- .20 Delete information not applicable to project.
- .21 Supplement standard information to provide details applicable to project.
- .22 Cross-reference product data information to applicable portions of Contract Documents.
- .23 If upon review by Departmental Representative, no errors or omissions are discovered or if only minor corrections are made, electronic copies will be returned and fabrication and installation of Work may proceed. If shop drawings are rejected, noted copy will be returned and resubmission of corrected shop drawings, through same procedure indicated above, must be performed before fabrication and installation of Work may proceed.

1.3 SAMPLES

- .1 Submit for review samples in duplicate as requested in respective specification Sections. Label samples with origin and intended use.
- .2 Deliver samples prepaid to Departmental Representative's business address.
- .3 Notify Departmental Representative in writing, at time of submission of deviations in samples from requirements of Contract Documents.
- .4 Where colour, pattern or texture is criterion, submit full range of samples.

- .5 Adjustments made on samples by Departmental Representative are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to Departmental Representative prior to proceeding with Work.
- .6 Make changes in samples which Departmental Representative may require, consistent with Contract Documents.
- .7 Reviewed and accepted samples will become standard of workmanship and material against which installed Work will be verified.

1.4 MOCK-UPS

- .1 Prepare mock-ups for Work specifically requested in specifications. Include for Work of Sections required to provide mock-ups.
- .2 Prepare mock-ups for Departmental Representative's review with reasonable promptness and in orderly sequence, to not cause delays in Work.
- .3 Failure to prepare mock-ups in ample time is not considered sufficient reason for an extension of Contract Time and no claim for extension by reason of such default will be allowed.
- .4 Prepare mock-ups in locations designated by Departmental Representative.
- .5 Prepare mock-ups in the presence of the Departmental Representative when requested by the Departmental Representative.
- .6 Specification section identifies whether mock-up may remain as part of Work or if it is to be removed and when. If not indicated, then remove mock-up after review and acceptance by the Departmental Representative.

1.5 PHOTOGRAPHIC DOCUMENTATION

- .1 Submit electronic and hard copy of colour digital photography in jpg format, fine resolution monthly with progress statement.
- .2 Project identification: name and number of project and date of exposure indicated.
- .3 Number of viewpoints: 4 locations.
 - .1 Viewpoints and their location as determined by Departmental Representative.
- .4 Frequency of photographic documentation: weekly.
 - .1 Upon completion of: excavation, foundation, framing and services before concealment, of Work, and as directed by Departmental Representative.

1.6 CERTIFICATES AND TRANSCRIPTS

- .1 Immediately after award of Contract, submit Workers' Compensation Board status.
- .2 Submit transcription of insurance immediately after award of Contract.

Part 2	Products
2.1	NOT USED
Part 3	Execution
3.1	NOT USED

END OF SECTION

Part 1 General

1.1 Related Sections

- .1 Section 01 00 10 – General Instructions.

1.2 References

- .1 Health Canada/Workplace Hazardous Materials Information System (WHMIS)
 - .1 Material Safety Data Sheets (MSDS).
- .2 Province of Ontario
 - .1 Occupational Health and Safety Act, R.S.O. 1990, c. O.1, July 1, 2010.
 - .2 Occupational Health and Safety Act and Regulations for Construction Projects, O.Reg. 213/91, January 1, 2010.

1.3 Submittals

- .1 Make submittals in accordance with Section 01 33 00 – Submittal Procedures.
- .2 Submit site-specific Health and Safety Plan: Within 7 days after date of Notice to Proceed and prior to commencement of Work. Health and Safety Plan must include:
 - .1 Results of site specific safety hazard assessment.
 - .2 Results of safety and health risk or hazard analysis for site tasks and operation found in work plan.
- .3 Submit 3 copies of Contractor's authorized representative's work site health and safety inspection reports to Departmental Representative.
- .4 Submit copies of reports or directions issued by Federal, Provincial health and safety inspectors.
- .5 Submit copies of incident and accident reports.
- .6 Submit WHMIS MSDS - Material Safety Data Sheets in accordance with Section 01 00 10– General Instructions.
- .7 Departmental Representative will review Contractor's site-specific Health and Safety Plan and provide comments to Contractor within 4 days after receipt of plan. Revise plan as appropriate and resubmit plan to Departmental Representative within 2 days after receipt of comments from Departmental Representative.
- .8 Departmental Representative's review of Contractor's final Health and Safety plan must not be construed as approval and does not reduce the Contractor's overall responsibility for construction Health and Safety.
- .9 Medical Surveillance: where prescribed by legislation, regulation or safety program, submit certification of medical surveillance for site personnel prior to commencement of Work, and submit additional certifications for any new site personnel to Departmental Representative.

- .10 On-site Contingency and Emergency Response Plan: address standard operating procedures to be implemented during emergency situations.
- 1.4 Filing of Notice**
 - .1 File Notice of Project with Provincial authorities prior to beginning of Work.
- 1.5 Safety Assessment**
 - .1 Perform site specific safety hazard assessment related to project.
- 1.6 Meetings**
 - .1 Schedule and administer Health and Safety meeting with Departmental Representative prior to commencement of Work.
- 1.7 Regulatory Requirements**
 - .1 Do Work in accordance with Section 01 00 00 – General Instructions.
- 1.8 Project/Site Conditions**
 - .1 Work at site will involve contact with:
 - .1 Silica.
- 1.9 General Requirements**
 - .1 Develop written site-specific Health and Safety Plan based on hazard assessment prior to beginning site Work and continue to implement, maintain, and enforce plan until final demobilization from site. Health and Safety Plan must address project specifications.
 - .2 Departmental Representative may respond in writing, where deficiencies or concerns are noted and may request re-submission with correction of deficiencies or concerns.
- 1.10 Responsibility**
 - .1 Be responsible and assume the role of **"Constructor"** as described in the Ontario Occupational Health & Safety Act and Regulations for Construction Projects.
 - .2 Comply with and enforce compliance by employees with safety requirements of Contract Documents, applicable federal, provincial, territorial and local statutes, regulations, and ordinances, and with site-specific Health and Safety Plan.
- 1.11 Compliance Requirements**
 - .1 Comply with the Ontario Occupational Health and Safety Act and Regulations for Construction Projects, O.Reg. 213/91.
 - .2 Comply with CSA, Z462-12 - Workplace Electrical Safety Standard.
 - .3 Comply with CSA-Z460-10 - Control of Hazardous Energy.

1.12 Unforeseen Hazards

- .1 When unforeseen or peculiar safety-related factor, hazard, or condition occur during performance of Work, follow procedures in place for Employee's Right to Refuse Work in accordance with Acts and Regulations of Province having jurisdiction and advise Departmental Representative verbally and in writing.

1.13 Posting Of Documents

- .1 Ensure applicable items, articles, notices and orders are posted in conspicuous location in shop in accordance with Acts and Regulations of Province having jurisdiction, and in consultation with Departmental Representative.

1.14 Correction Of Non-Compliance

- .1 Immediately address health and safety non-compliance issues identified by authority having jurisdiction or by Departmental Representative.
- .2 Provide Departmental Representative with written report of action taken to correct non-compliance of health and safety issues identified.
- .3 Departmental Representative may stop Work if non-compliance of health and safety regulations is not corrected.

1.15 Work Stoppage

- .1 Give precedence to safety and health of public and site personnel and protection of environment over cost and schedule considerations for Work.

Part 2 Products

2.1 NOT USED

Part 3 Execution

3.1 NOT USED

END OF SECTION