

PART 1 – GENERAL

1.1 Submittals

- .1 Submit to Departmental Representative copies of the following documents, including updates:
 - .1 Site Specific Health and Safety Plan.
 - .2 Name and qualifications of person to be retained full time as H&S Co-ordinator.

1.2 Compliance Requirements

- .1 Comply with the Occupational Health and Safety Act for the Province of Newfoundland and Labrador, and the Occupational Health and Safety Act Regulations made pursuant to the Act.
- .2 Comply with Canada Labour Code Part II, and the Canada Occupational Safety and Health Regulations made under Part II of the Canada Labour Code.
- .3 Observe and enforce construction safety measures required by:
 - .1 National Building Code of Canada;
 - .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)

- .6 Maintain Workers Compensation Coverage for duration of Contract. Submit Letter of Good Standing to Departmental Representative upon request.

1.3 Responsibility

- .1 Be responsible for health and safety of persons on site, of property and for protection of persons and public circulating adjacent to work operations to extent that they may be affected by conduct of the Work.
- .2 Enforce compliance by all workers, sub-contractors and other persons granted access to work site with safety requirements of Contract Documents, applicable Federal, Provincial, and local statutes, regulations, and ordinances, and with site-specific Health and Safety Plan.

1.4 Site Control
and Access

- .1 Control work site and entry points to construction areas.
 - .1 Delineate and isolate construction areas from other areas of site Facility by use of appropriate means.
 - .2 Post notices and signage at entry points and at other strategic locations identifying entrance onto site to be restricted to authorized persons only.
 - .3 Signage must be professionally made, bilingual in both official languages or display internationally understood graphic symbols.
- .2 Approve and grant access to site only to workers and authorized persons.
 - .1 Immediately stop non-authorized persons from circulating in construction areas and remove from site.
 - .2 Provide site safety orientation to all persons before granting access. Advise of site conditions, hazards and mandatory safety rules to be observed on site.
- .3 Secure site at night time to extent required to protect against unauthorized entry.
- .4 Ensure persons granted access to site wear appropriate personal protective equipment (PPE) suitable to work and site conditions.
 - .1 Provide such PPE to authorized persons who require access to perform inspections or other approved purposes.

1.5 Protection

- .1 Carry out work placing emphasis on health and safety of the Public, Facility personnel, construction workers and protection of the environment.
- .2 Erect safety barricades, lights and signage on site to effectively delineate work areas, protect pedestrian and vehicular traffic around and adjacent to work and to create a safe working environment.
- .3 Should unforeseen or peculiar safety related hazard or condition become evident during performance of work, immediately take measures to rectify the situation and prevent damage or harm. Advise Departmental Representative verbally and in writing.

1.6 Filing Of
Notice

- .1 File Notice of Project and other Notices with Provincial authorities prior to commencement of Work.

1.7 Permits

- .1 Post on site permits, licenses, compliance certificates specified in section 01 10 10.

- .2 Where particular permit or compliance certificate cannot be obtained at the required stage of work, notify Departmental Representative in writing and obtain his/her approval to proceed before carrying out that portion of work.

1.8 Hazard
Assessments

- .1 Conduct site specific health and safety hazard assessment before commencing project and during course of the work. Identify risks and hazards resulting from site conditions, weather conditions and work operations.
 - .1 Also, conduct assessment when the scope of work has been changed by Change Order and when potential hazard or weakness in current health and safety practices are identified by Departmental Representative or by an authorized safety Representative.
- .2 Record results in writing and address in Health and Safety Plan.
- .3 Keep copy of all assessments on site.

1.9 Project/Site
Condition

- .1 The following are known or potential project related health, environmental and safety hazards at site which must be properly managed if encountered during course of work:
 - .1 Existing hazardous products are:
 - .1 work within and adjacent to roadway .
 - .2 work adjacent to streams and water
- .2 Above list shall not be construed as being complete and inclusive of potential health, and safety hazards encountered during work. Include above items into hazard assessment process.
- .3 Obtain from Departmental Representative, copy of MSDS Data sheets for existing hazardous products stored on site or used by Facility personnel.

1.10 Health And
Safety Meetings

- .1 Attend pre-construction health and safety meeting conducted by Departmental Representative. Have following persons in attendance:
 - .1 Site Superintendent.
 - .2 Contractor's designated Health and Safety Site Supervisor.
 - .3 Health & Safety Site Coordinator.
 - .4 Departmental Representative will advise of date, time and location.

1.11 Health And
Safety Plan

- .1 Develop written site-specific Project Health and Safety Plan, based on hazard assessments, prior to commencement of work.
 - .1 Submit copy to Departmental Representative within 5 calendar

- days of acceptance of bid.
- .2 Submit updates as work progresses.
- .2 Health and Safety Plan shall contain three (3) parts with following information:
- .1 Part 1 - Hazards: List of individual health risks and safety hazards identified by hazard assessment process.
 - .2 Part 2 - Safety Measures: engineering controls, personal protective equipment and safe work practices used to mitigate hazards and risks listed in Part 1 of Plan.
 - .3 Part 3a: Emergency Response: standard operating procedures, evacuation measures and emergency response in the occurrence of an accident, incident or emergency.
 - .1 Include response to all hazards listed in Part 1 of Plan.
 - .2 Evacuation measures to complement the Facility's existing Emergency Response and Evacuation Plan. Obtain pertinent information from Departmental Representative.
 - .3 List names and telephone numbers of officials to contact including:
 - .1 General Contractor and all Subcontractors.
 - .2 Federal and Provincial Departments as stipulated by laws and regulations and local emergency resource organizations, as needed based on nature of emergency or accident.
 - .3 Officials from PWGSC and site Facility management. Departmental Representative will provide list.
- .3 Part 3b - Site Communications:
- .1 Procedures used on site to share work related safety issues between workers, subcontractors, and General Contractor.
 - .2 List of critical tasks and work activities, to be communicated with the Facility Manager, which has risk of affecting tenant operations, or endangering health and safety of Facility personnel and the general public. Develop list in consultation with the Departmental Representative.
- .4 Prepare Health and Safety Plan in a three column format, addressing the three parts specified above, as follows:
- | | | |
|--------------------|-----------------|--|
| Column 1 | Column 2 | Column 3 |
| Part 1 | Part 2 | Part 3a/3b |
| Identified Hazards | Safety Measures | Emergency Response & Site Communications |
- .5 Develop Plan in collaboration with subcontractors. Address work activities of all trades. Revise and update Plan as Sub-contractors arrive on site.
 - .6 Implement and enforce compliance with requirements of Plan for full duration of work to final completion and demobilization from site.

- .7 As work progresses, review and update Plan. Address additional health risks and safety hazards identified by on-going hazard assessments.
- .8 Post copy of Plan, and updates, on site.
- .9 Submission of the Health and Safety Plan, and updates, to the Departmental Representative is for review and information purposes only. Departmental Representative's receipt, review and any comments made of the Plan shall not be construed to imply approval in part or in whole of such Plan by Departmental Representative and shall not be interpreted as a warranty of being complete and accurate or as a confirmation that all health and safety requirements of the Work have been addressed and that it is legislative compliant. Furthermore, Departmental Representative's review of the Plan shall not relieve the Contractor of any of his legal obligations for Occupational Health and Safety provisions specified as part of the Work and those required by provincial legislation.

1.12 Safety
Supervision and
Inspections

- .1 Designate one person to be present on site at all times, responsible for supervising health and safety of the Work.
 - .1 Person to be competent in Occupational Health and Construction Safety as defined in the Provincial Occupational Health and Safety Act.
- .2 Assign responsibility, obligation and authority to such designated person to stop work as deemed necessary for reasons of health and safety.
- .3 Conduct regularly scheduled informal safety inspections of work site on a minimum bi-weekly basis.
 - .1 Note deficiencies and remedial action taken in a log book or diary.
- .4 Keep inspection reports on site.

1.13 Training

- .1 Ensure that all workers and other persons granted access to site are competently trained and knowledgeable on:
 - .1 Safe use of tools and equipment.
 - .2 How to wear and use personal protective equipment (PPE).
 - .3 Safe work practices and procedures to be followed in carrying out work.
 - .4 Site conditions and minimum safety rules to be observed on site, as given at site orientation session.

1.14 Minimum Site
Safety Rules

- .1 Notwithstanding the requirement to abide by federal and provincial health and safety regulations, the following safety rules shall be considered minimum requirements to be obeyed by all persons granted site access:
 - .1 Wear personnel protective equipment (PPE) appropriate to function and task on site; the minimum requirements being hard hat, safety footwear and eye protection.
 - .2 Immediately report unsafe activity or condition at site, near-miss accident, injury and damage.
 - .3 Maintain site in tidy condition.
 - .4 Obey warning signs and safety tags.
- .2 Brief workers on site safety rules and on disciplinary measures to be taken by Departmental Representative for violation or non compliance of such rules. Post rules on site.
- .3 The following actions or conduct by Contractor, workers and subcontractors will be considered as non conformance with the health and safety requirements of the contract for which a Non-Compliance Notification will be issued to the General Contractor by the Departmental Representative:
 - .1 Failure to follow the minimum site safety rules specified above.
 - .2 Negligence resulting in serious injury or major property damage.
 - .3 Deliberate non-compliance with Federal and Provincial Acts and Regulations.

- .4 Falsification of information in Workers Compensation Reports, safety reports and other health and safety related documents submitted to Departmental Representative or to Authority having jurisdiction.
- .5 Possession of firearms on site.
- .6 Possession of non-prescriptive illegal drugs or alcohol.
- .7 Action, or lack thereof, resulting in the issuance of Warnings, Fines or Stop Work Orders from a Provincial Authority having jurisdiction.
- .8 Violation of other specified health and safety rules and requirements as determined by Departmental Representative.

- .4 See elsewhere in this section for details on Non-Compliance Notifications and resulting disciplinary measures.

1.15 Accident Reporting

- .1 Investigate and report the following incidents and accidents:
 - .1 Those as required by Provincial Occupational Health and Safety Act and Regulations.
 - .2 Injury requiring medical aid as defined in the Canadian Dictionary of Safety Terms-1987, published by the Canadian Society of Safety Engineers (C.S.S.E)as follows:
 - .1 Medical Aid Injury: any minor injury for which medical treatment was provided and the cost of which is covered by Workers' Compensation Board of the province in which the injury was incurred.
 - .2 Property damage in excess of \$5000.00,
 - .3 Interruption to Facility operations with potential loss to a Federal Dept. in excess of \$5000.00,
 - .4 Those which require notification to Workers Compensation Board or other regulatory agencies as stipulated by applicable law or regulations.
- .2 Send written report to Departmental Representative for all above cases.

1.16 Tools and Equipment Safety

- .1 Routinely check and maintain tools, equipment and machinery for safe operation.
- .2 Conduct checks as part of site safety inspections. When requested, submit proof that checks and maintenance have been carried out.
- .3 Tag and immediately remove from site items found faulty or defective.

1.17 Hazardous Products

- .1 Comply with requirements of Workplace Hazardous Materials Information System (WHMIS).
- .2 Keep MSDS data sheets for all products delivered to site. Post on site. Submit copy to Departmental Representative upon receipt.

1.18 Confined
Spaces

- .1 Carry out work in confined spaces in compliance with:
 - .1 Provincial Occupational Health and Safety Regulations and;
 - .2 Canada Occupational Safety and Health Regulations (COSH) made under the Canada Labour Code - Part II.
- .2 Conduct hazard assessment and address in Safety Plan before entering confined space.

1.19 Posting of
Documents

- .1 Post on site safety documentation as stipulated by Authorities having jurisdiction and as specified herein. Place in a common visible location.

1.20 Site Records

- .1 Maintain on site a copy of all health and safety documentation and reports specified to be produced as part of the work and received from authorities having jurisdiction.
- .2 Upon request, make available to Departmental Representative and to other authorized safety representative for review. Provide copy when directed by Departmental Representative.

1.21 Non Compliance
and Disciplinary
Measures

- .1 Immediately address and correct health and safety violations and non-compliance issues.
- .2 Negligence or failure to follow occupational health and safety provisions specified in the Contract Documents and of those of applicable federal and provincial laws and regulations could result in disciplinary measures taken by the Departmental Representative against the General Contractor.
- .3 PWGSC uses a system of Non-Compliance Notifications and Disciplinary Measures on projects as follows:
 - .1 A non-compliance notification will be issued to the General Contractor, by the Departmental Representative, whenever there is a violation or failure to follow any of the project's occupational health and safety requirements by a worker, subcontractor or any other person to whom the Contractor has granted access to the work site.
 - .2 Non-Compliance notifications are progressive in nature resulting in increased disciplinary measures imposed depending on the frequency, nature and severity of the infraction.
 - .3 Disciplinary measures could include:
 - .1 Removal of the offending person or party from site;

- .2 Financial penalties in the form of progress payment reduction or holdback assessments made against the Contract and;
- .3 Taking the Work Out of Contractor's Hands in accordance with the General Conditions.
- .4 Departmental Representative will make final decision as to what constitutes a violation and when to issue a Non-Compliance Notification.
- .5 Non-compliance Notifications issued by Departmental Representative shall not be construed as to overrule or disregard warnings, orders and fines levied against Contractor by a regulatory agency having jurisdiction.
- .6 Details of the Non-Compliance Notification and Disciplinary Measures system will be provided by Departmental Representative upon acceptance of bid and prior to commencement of work.
- .7 Further details on the disciplinary system will be provided at the pre-construction Health and Safety meeting.
- .8 Be responsible to fully brief workers and subcontractors on the operation and importance of this system.

PART 2 - PRODUCTS

2.1 NOT USED

- .1 Not Used.

PART 3 - EXECUTION

3.1 NOT USED

- .1 Not Used.