

1.1 RELATED
SECTIONS

- .1 Section 01 35 24 - Special Procedures on Fire Safety Requirements.
- .2 Section 01 35 25 - Special Procedures on Lockout Requirements.

1.2 DEFINITIONS

- .1 COSH: Canada Occupational Health and Safety Regulations made under Part II of the Canada Labour Code.
- .2 Competent Person: means a person who is:
 - .1 Qualified by virtue of personal knowledge, training, and experience to perform assigned Work in a manner that will ensure the health and safety of persons in the workplace, and;
 - .2 Knowledgeable about the provisions of occupational health and safety statutes and regulations that apply to the Work and;
 - .3 Knowledgeable about potential or actual danger to health or safety associated with the Work.
- .3 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.
- .4 PPE: personal protective equipment.
- .5 Work Site: where used in this section shall mean areas, located at the premises where Work is undertaken, used by Contractor to perform all of the activities

associated with the performance of the Work.

1.3 SUBMITTALS

- .1 Make submittals in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Submit site-specific Health and Safety Plan prior to commencement of Work.
 - .1 Submit within seven (7) work days of notification of Bid Acceptance. Allow for seven to ten (7 to 10) days for Department review and recommendations prior to the commencement of Work.
 - .2 Departmental Representative will review Health and Safety Plan and provide comments.
 - .3 Revise the Plan as appropriate and resubmit within five (5) work days after receipt of comments.
 - .4 Departmental Representative's review and comments made of the Plan shall not be construed as an endorsement, approval, or implied warranty of any kind by Canada and does not reduce Contractor's overall responsibility for Occupational Health and Safety of the Work.
 - .5 Submit revisions and updates made to the Plan during the course of Work.
- .3 Submit name of designated Health and Safety Site Representative and support documentation specified in the Safety Plan.
- .4 Submit building permit, compliance certificates, and other permits

obtained.

- .5 Upon request by Departmental Representative, submit reports and other documentation as stipulated to be produced and maintained by Federal and Provincial Occupational Health and Safety regulations and as specified herein.
- .6 Submit copy of Letter in Good Standing from Provincial Workers Compensation or other Department of Labour organization.
 - .1 Submit update of Letter of Good Standing whenever expiration date occurs during the period of Work.
- .7 Submit copies of reports or directions issued by Federal, Provincial, and Territorial Inspectors and other Authorities having jurisdiction.
- .8 Submit copies of incident reports.
- .9 Submit WHMIS MSDS - Material Safety Data Sheets.

1.4 COMPLIANCE REQUIREMENTS

- .1 Comply with Occupational Health and Safety Act for Province of Newfoundland and Labrador, and Occupational Health and Safety Regulations made pursuant to the Act.
- .2 Comply with Canada Labour Code - Part II (entitled Occupational Health and Safety) and the Canada Occupational Health and Safety Regulations as well as any other regulations made pursuant to the Act.

- .1 The Canada Labour Code can be viewed at:
<http://laws.justice.gc.ca/eng/acts/L-2/index.html>.
- .2 Canadian Occupational Health and Safety Regulations can be viewed at:
<http://laws.justice.gc.ca/eng/regulations/SOR-86-304/index.html>.
- .3 A copy may be obtained at:
Canadian Government Publishing
Public Works & Government
Services Canada Ottawa,
Ontario, K1A 0S9 Tel: 819-956-4800 or 1-800-635-7943
Publication No. L31-85/2000 (E or F).
- .3 Treasury Board of Canada Secretariat (TBS):
 - .1 Treasury Board, Fire Protection Standard April 1, 2010 www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=17316§ion=text.
- .4 Canadian Standards Association (CSA):
 - .1 CSA S350-M1980(R2003), Code of Practice for Safety in Demolition of Structures.
- .5 Observe construction safety measures of:
 - .1 NBC 2010, Division B, Part 8.
 - .2 Municipal by-laws and ordinances.
 - .3 Provincial Worker's Compensation Board
- .6 In case of conflict or discrepancy between above specified requirements, the more stringent shall apply. Should a dispute arise in determining the most stringent

requirements, Departmental Representative will advise on the course of action to be followed.

- .7 Maintain Workers Compensation Coverage in good standing for duration of Contract. Submit Letter of Good Standing to Departmental Representative at time of submitting the Project Health and Safety Plan and with each Request for Progress Payment.
- .8 Medical Surveillance: Where prescribed by legislation or regulation, obtain and maintain worker medical surveillance documentation.

1.5 RESPONSIBILITY

- .1 Be responsible for health and safety of persons on site, safety of property on site, and for protection of persons and environment adjacent to the site to extent that they may be affected by conduct of Work.
- .2 Comply with and 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 by-laws, regulations, and ordinances, and with site-specific Health and Safety Plan.

1.6 SITE CONTROL AND ACCESS

- .1 Control the Work and entry points to Work Site. Approve and grant access only to workers and authorized persons. Immediately stop and remove non-authorized persons.
 - .1 Departmental Representative will provide names of those

persons authorized by Departmental Representative to enter Work Site and will ensure that such authorized persons have the required knowledge and training on Health and Safety pertinent to their reason for being at the site, however, Contractor remains responsible for the health and safety of authorized persons while at the Work Site.

- .2 Isolate Work Site from other areas of the premises by use of appropriate means.
 - .1 Erect fences, hoarding, barricades, and temporary lighting as required to effectively delineate the Work Site, stop non-authorized entry, and to protect pedestrians and vehicular traffic around and adjacent to the Work and create a safe environment. See Section 01 50 00 - Temporary Facilities for minimum acceptable requirements.
 - .2 Post signage at entry points and other strategic locations indicating restricted access and conditions for access.
 - .3 Use professionally made signs with bilingual message in the 2 official languages or international known graphic symbols.
- .3 Provide safety orientation session to persons granted access to Work Site. Advise of hazards and safety rules to be observed while on site.
- .4 Ensure persons granted site access

wear appropriate PPE. Supply PPE to inspection authorities who require access to conduct tests or perform inspections.

- .5 Secure Work Site against entry when inactive or unoccupied and to protect persons against harm. Provide security guard where adequate protection cannot be achieved by other means.
- .6 Contractor's designated representative is responsible to coordinate all matters pertaining to Health and Safety whether the parties that enter the site are visitors or under contract with the Contractor.

1.7 PROTECTION

- .1 Give precedence to safety and health of persons and protection of environment over cost and schedule considerations for Work.
- .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. See Section 01 56 00 for minimum acceptable barricades.
- .3 Should unforeseen or peculiar safety related hazard or condition become evident during performance of Work, immediately take measures to rectify situation and prevent damage or harm. Advise Departmental Representative verbally and in writing.

1.8 FILING OF
NOTICE

- .1 File Notice of Project with pertinent provincial health and safety authorities prior to beginning of Work.
 - .1 Departmental Representative will assist in locating address if needed.

1.9 PERMITS

- .1 Post permits, licenses and compliance certificates, specified in Section 01 10 10 - General Instructions, at Work Site.
- .2 Where a particular permit or compliance certificate cannot be obtained at the required stage of Work, notify Departmental Representative in writing and obtain Departmental Representative's approval to proceed prior to carrying out that portion of Work.

1.10 HAZARD
ASSESSMENTS

- .1 Conduct site-specific health and safety hazard assessment before commencing project and during the course of Work identifying risks and hazards resulting from site conditions, weather conditions, and Work operations.
 - .1 Perform on-going assessments addressing new risks and hazards as Work progresses, including when new subtrade or sub-contractors arrive on site.
 - .2 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 and address in Health and Safety Plan.
- .3 Keep documentation on site for entire duration of the Work.
- .4 A list of known or potential project related hazards are provided in Subsection 1.11 below.

1.11 PROJECT/SITE
CONDITIONS

- .1 The following are potential health, environmental, and safety hazards at the site which may be encountered during the Work:
 - .1 Working in close proximity of water;
 - .2 Use of water crafts and floating platforms;
 - .3 Wet and slippery conditions;
 - .4 Inclement Weather;
 - .5 Potential structural weakness of existing structure;
 - .6 Heavy equipment activity in the area;
 - .7 Heavy lifting;
 - .8 Working at heights;
 - .9 Cutting tools and other construction power tools;
 - .10 Overhead power/utility lines;
 - .11 Risk of electric shock;
 - .12 Vehicular and pedestrian traffic;
 - .13 Confined space.
- .2 The above items shall not be construed as being complete and inclusive of potential health and safety hazards encountered as a result of Contractor's operations during the course of Work.
- .3 Include above items in the hazard assessment of the Work.

- .4 Obtain from Departmental Representative a copy of MSDS data sheets for existing hazardous products stored on site or used by Facility personnel.

1.12 HEALTH AND SAFETY MEETINGS

- .1 Attend pre-construction health and safety meeting, convened and chaired by Departmental Representative, prior to commencement of Work, at time, date, and location determined by Departmental Representative. Ensure attendance of:
 - .1 Superintendent of Work.
 - .2 Designated Health & Safety Site Representative.
 - .3 Subcontractors.
- .2 Conduct regularly scheduled tool box and safety meetings during the Work in conformance with Occupational Health and Safety regulations.
 - .1 Keep workers informed of potential hazards and provide safe work practices and procedures to be followed
 - .2 Take written minutes and post on site
- .3 Keep documents on site.

1.13 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 seven (7) 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 of authorities having jurisdiction and local emergency resource

organizations, as needed based on nature of emergency.

- .3 Officials from DFO and site Facility Management. Departmental Representative will provide list.

.4 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.

- .3 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: Identified Response & Hazards	Part 2: Safety Measures	Part 3a/3b: Emergency Site Communications

- .4 Develop Plan in collaboration with subcontractors. Address Work activities of all trades. Revise and

update Plan as subcontractors arrive on site.

- .5 Implement and enforce compliance with requirements of Plan for full duration of Work to final completion and demobilization from site.
- .6 As Work progresses, review and update Plan. Address additional health risks and safety hazards identified by on-going hazard assessments.
- .7 Post copy of Plan and updates, on site.
- .8 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 hold, 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 or those which would otherwise be applicable to the site of the Work.

1.14 SAFETY
SUPERVISIONS

- .1 Employ Health & Safety Site Representative responsible for daily supervision of health and safety of the Work.
- .2 Health & Safety Site Representative may be the Superintendent of the Work or other person designated by Contractor and shall be assigned the responsibility and authority to:
 - .1 Implement, monitor, and enforce daily compliance with health and safety requirements of the Work.
 - .2 Monitor and enforce Contractor's site-specific Health and Safety Plan.
 - .3 Conduct site safety orientation session to persons granted access to Work Site.
 - .4 Ensure that persons allowed site access are knowledgeable and trained in health and safety pertinent to their activities at the site or are escorted by a competent person while on the Work Site.
 - .5 Stop the Work as deemed necessary for reasons of health and safety.
- .3 Health & Safety Site Representative must:
 - .1 Be qualified and competent person in occupational health and safety.
 - .2 Have site-related working experience specific to activities of the Work.
 - .3 Be on Work Site at all times during execution of the Work.
 - .4 All supervisory personnel assigned to the Work shall also be competent persons.
 - .5 Inspections:

- .1 Conduct regularly scheduled safety inspections of the Work on a minimum bi-weekly basis. Record deficiencies and remedial action taken.
- .6 Cooperate with Facility's Occupational Health and Safety representative should one be designated by Departmental Representative.
- .7 Keep inspection reports and supervision related documentation on site.

1.15 TRAINING

- .1 Use only skilled workers on Work Site who are effectively trained in occupational health and safety procedures and practices pertinent to their assigned task.
- .2 Maintain employee records and evidence of training received. Make data available to Departmental Representative upon request.
- .3 When unforeseen or peculiar safety-related hazards or conditions 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.
- .4 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.

1.16 MINIMUM SITE
SAFETY RULES

- .1 Notwithstanding requirement to abide by federal and provincial health and safety regulations; ensure the following minimum safety rules are obeyed by persons granted access to Work Site:
 - .1 Wear appropriate PPE pertinent to the Work or assigned task; minimum being hard hat, safety footwear, and safety glasses.
 - .2 Immediately report unsafe condition at site, near-miss accidents, injury, and damage.
 - .3 Maintain site and storage areas in a tidy condition free of hazards causing injury.
 - .4 Obey warning signs and safety tags.
- .2 Brief persons of disciplinary protocols to be taken for violation or noncompliance of site safety rules. Post rules on site.
- .3 The following actions or conduct by Contractor, workers, and sub-contractors will be considered as nonconformance 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 the Departmental Representative.

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

1.17 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 laws and regulations could result in

disciplinary measures taken by the Departmental Representative against the General Contractor.

- .3 DFO uses a system of Non-Compliance Notifications and Disciplinary Measures on projects as follows:
 - .1 A non-compliance notification is issued to the General Contractor, by the Departmental Representative, whenever there is a violation or non-compliance of the project's health and safety requirements and of those of Provincial and Federal regulations by any worker, subcontractor, or other person to whom the Contractor has granted access to the Work site.
 - .2 Non-compliance notifications are progressive in nature resulting in 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 Each non-compliance notification issued is given a numerical rating based on a three-level numbering system. Each level is progressive in nature to reflect:
 - .1 The seriousness of the infraction as viewed by the Departmental Representative.
 - .2 The degree of disciplinary action which will be taken by the Departmental Representative.
- .7 Numerical ratings are as follows:
 - .1 Non-compliance Notification -
Level No.1 Rating:
 - .1 Situation: occurrence of a first-time infraction by a person or party on site.
 - .2 Action: verbal warning to General Contractor, documented in Departmental files and copy sent to the General Contractor.
 - .2 Non-compliance Notification -
Level No.2 Rating:
 - .1 Situation:
 - .1 The second occurrence of a previous infraction by the same person or party on site or;
 - .2 Accumulation of several Level No.1 notifications for different infractions

- by the same person or party on site or;
 - .3 Non-action on the part of the Contractor or subcontractor to rectify non-compliance infractions previously identified in one or several Level No.1 notifications or;
 - .4 Violation or non-observance of a Federal or Provincial safety Law or Regulation by subcontractor or Contractor or;
 - .5 Negligence by a person or party resulting in injury or major property damage.
- .2 Action: written notice to General Contractor complete with an order for immediate remedial action to be taken. Depending on the severity of the offense, the order may include request for the immediate removal of the offending person or party from site.
- .3 Non-compliance Notification -
Level No.3 Rating:
 - .1 Situation:
 - .1 Continued and repeated non-compliance with health and safety requirements by the General Contractor or

- by subcontractor(s)
or;
 - .2 The occurrence of a serious accident on site resulting in serious bodily injury or death.
- .2 Action:
 - .1 Formal letter issued to General Contractor with an order to "Immediately Stop Work" until so notified to proceed.
 - .2 Review of all noncompliance and/or accident occurrences in the project with possible investigation by DFO.
 - .3 Based on outcome of the review/investigation, Work could be suspended or Taken Out of the Contractor's Hands in accordance with the General Conditions.
- .3 The term "serious accident" used herein shall have the same meaning as defined in the Canadian Dictionary of Safety Terms - 1987 issue from the Canadian Society of Safety Engineers (C.S.S.E).
- .8 Decision on which rating level to be placed on any given Non-Compliance Notification will be determined solely by Departmental Representative.

- .9 Further details on the disciplinary system will be provided at the preconstruction Health and Safety meeting after Contract award.
- .10 Be responsible to fully brief workers and subcontractors on the operation and importance of this system.

1.18 INCIDENT
REPORTING

- .1 Investigate and report the following incidents to Departmental Representative:
 - .1 Incidents requiring notification to Provincial Department of Occupational Safety and Health, Workers Compensation Board, or to another regulatory Agency.
 - .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: 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.
 - .3 Property damage in excess of \$5,000.00.
 - .4 Interruptions to Facility operations resulting in an operational loss to a Federal department in excess of \$5,000.00.
- .2 Send written report to Departmental Representative for all above cases.

1.19 TOOLS AND

- .1 Routinely check and maintain tools,

EQUIPMENT
SAFETY

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.

1.20 HAZARDOUS
PRODUCTS

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

1.21 BLASTING

- .1 Blasting or other use of explosives is not permitted without prior written instructions from Departmental Representative.
- .2 Do blasting operations in accordance with local and provincial codes.

1.22 POWDER-ACTUATED
DEVICES

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

1.23 CONFINED
SPACES

- .1 Carry out Work in confined spaces in compliance with:
 - .1 Provincial Occupational Safety and Health Regulations
 - .2 Canada Occupation 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.
- .3 Provide and maintain equipment and PPE as required for the safety and emergency evacuation of persons entering confined space.
- .4 Provide training to persons who will be entering a confined space and to those persons who will be assisting in the confined space entry process. Training to be specialized instructions beyond basic confined space entry information as required to suit type and conditions of confined space.
- .5 Safety for Inspections:
 - .1 Upon request, provide PPE and training to Departmental Representative and to other authorized persons, for the purpose of entering confined space to conduct inspections.
 - .2 Be responsible for the efficacy of the equipment and safety of such persons during their entry and occupancy in the confined space.

1.24 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.

1.25 SITE RECORDS

- .1 Maintain on Work Site copy of safety related documentation and reports

stipulated to be produced in compliance with Acts and Regulations of authorities having jurisdiction and of those documents specified herein.

- .2 Upon request, make available to Departmental Representative or authorized Safety Officer for inspection. Provide copy when directed by Departmental Representative.

1.26 DIVING
OPERATIONS

- .1 All diving Work to comply fully with the requirements of CSA Z275.2-11, "Occupational Safety Code for Diving, Operations", CSA Z275.4-12, "Competency Standards for Diving Hyperbaric Chamber, and Remotely Operated Vehicle Operations" and CSA Z180.1-13, "Compressed Breathing Air and Systems."
- .2 Diver personnel must meet the minimum competency requirements of the CSA Z275.4-12 and all divers must possess a valid Category 1 Diving Certificate or an Unrestricted Surface-supplied Certificate.
- .3 Diving in a free-swim mode is not permitted at the Work site.
- .4 Divers must have a current less-than-one-year validated medical examination certificate(s) from a licensed Diving Physician in Newfoundland and Labrador who is knowledgeable and competent in diving and hyperbaric medicine, for all dives.

END OF SECTION