

SITE SPECIFIC OCCUPATIONAL HEALTH AND SAFETY PLAN (SSOHSP)

Site C - Talbot Earth Dams

Trent-Severn Waterway Infrastructure Talbot Dams Rehabilitation – Kirkfield Bundle Public Works and Government Services Canada

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PREPARED FOR:
PWGSC – RPC
ONTARIO REGION
4900 YOUNG STREET
TORONTO, ON
M2N 6A6
ONTARIO

PREPARED BY:
ELLISDON – CHANT JOINT VENTURE
1004 MIDDLEGATE ROAD
SUITE 1000
MISSISSAUGA, ON
L4Y 1M4
905 726-7321

Attention: Dave Ness

Reviewed and Accepted By:

Approved By:
Wayne Brooks
Construction Manager

Reviewed and Accepted By:

Approved By:
Ted Chant
Project Manager

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RS 3.8.1	N/A	N/A	29/07/2017	01	See Amendment Page.
RS 3.8.1	N/A	N/A	11/08/2017	02	See Amendment Page.
RS 3.8.1	N/A	N/A	16/08/2017	03	See Amendment Page.
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TOR – Terms of Reference number

TOC – Table of Contents reference number

SPEC SECTION – TDKB Project Specification reference

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Amendment Sheet

REVISION	PAGE #	SUBJECT OF THE AMENDMENT	AMENDED BY	DATE
01	11	Revision to Project Key Contents	Lisa Burns	29/07/2017
01	Appendix Site C Proposed Laydown Area	Proposed Laydown Area added	Lisa Burns	29/07/2017
02	1, 10 13	Added Talbot Earth Dams to clarify Site C Added clarification that canal embankments would be rehabilitated <i>where required</i> Added requirement for High Visibility vest to PPE	Lisa Burns	11/08/2017
02	Appendix Hazard ID and Risk Assessment	Provided more clarification to when/under what circumstances fall protection or restraint may be required. Added additional control suggestions as per comment from Nicole Weber (PCA)	Lisa Burns	11/08/2017
02	Appendix Emergency Location & Numbers	Appendix was revised to include reporting protocol to PWSCG and PCA in event of emergency or incident	Lisa Burns	11/08/2017
03	All	Reviewed plan and appendices to ensure naming of plan and all references to safety plans were consistent. Changed where necessary. Labelled appendices A, B, C & D and added title pages	Lisa Burns	16/08/2017
04	All	Changed title of Appendix C to Occupational Health and Safety Plan. Ensured that the requirements for Fall protection/travel restraint were detailed in the control activity sections of the worksheets (appendix B) where applicable. Referenced to consider	Lisa Burns	18/08/2017

		wildlife hazard for Activity of Tree and Brush removal, ensure proper worker training.		
05	Org Chart; Appendix Emergency Location & Numbers; Site Layout	Updated organization chart and contact numbers in main body of plan and Appendix C – ERP Posting. Updated Appendix B – Site Layout	Lisa Burns	01/11/2017
06	Appendix Emergency Location & Numbers	Appendix was revised to reflect current EDCJV site personnel	Justin Woodward	18/01/2018

1.0 Introduction

The EllisDon-Chant Joint Venture (EDCJV) is committed to ensuring the health and safety of all personnel associated with the Talbot Dams Rehabilitation-Kirkfield Bundle Project (TSWKB). The same commitment is expected from all sub-contractors, vendors, suppliers and others participating in the project.

This Site Specific Occupational Health and Safety Plan (SSOHSP) has been prepared by EDCJV to recognize the unique aspects specific to the Site C scope of work, to establish roles and responsibilities for safety performance and to set a minimum expectation, through defining policies and procedures, for safety performance of sub-contractors, suppliers, vendors and other service providers.

This plan also recognizes that sub-contractors, under the oversight of EDCJV, will develop Site Specific Occupational Health and Safety Plans (SSOHSPs) for their individual work packages. EDCJV will approve the SSCHPs of all sub-contractors prior to the start of work on any subcontracted work package or site.

During the performance of the work sub-contractors, suppliers, vendors and others shall strictly comply with all health, safety, security and other applicable policies, procedures, rules, or regulations (collectively referred to as Stipulations) established by EDCJV. In the event that any of these parties violate any EDCJV Stipulation, EDCJV shall take, or cause the violator to take, appropriate responsive action. EDCJV and all sub-contractors shall have a disciplinary policy in place that includes permanent removal from the worksite for material violations of EDCJV Stipulations.

EDCJV reserves the sole right to determine if any act, or failure to act constitutes a violation or deviation of any of the EDCJV Stipulations. EDCJV has the unilateral right to stop work whenever health and safety violations are observed which could jeopardize the well-being of personnel or property. The expense of any such work stoppage and resultant standby time shall be for the account of the sub-contractor, supplier, vendor or other party.

The failure or refusal of the contractor or sub-contractor to correct the observed violation may result in termination of the sub-contract or purchase order, and/or dismissal from the work site of those responsible for such failure or refusal. In any event sub-contractor, vendors and suppliers will understand and will agree that any violation of applicable health and safety related EDCJV Stipulations shall be sufficient cause for termination of a subcontractor's, vendor's or supplier's service by EDCJV pursuant to the terms and conditions of the subcontract or purchase order.

The physical copy of this safety plan and appendices can be accessed at any EDCJV site office.

2.0 Responsibility and Accountability for Safety

Key to establishing a safe working environment on the Project is the assignment of specific, safety oriented responsibilities and accountabilities.

2.1 Definitions – Multiple-employer Workplace and Prime Contractor

Definitions:

- Multiple-employer Workplace: means a workplace where workers of 2 or more employers are working at the same time.
- Prime Contractor: means, in relation to a multiple-employer workplace:
 - a) the directing contractor, employer or other person who enters into a written agreement with the Owner of that workplace to be the Prime Contractor for the purposes of the OHSARCP (Ontario), and
 - b) If there is no agreement as referred to in (a) above, the Owner of the workplace.
 - c) The Prime Contractor of a multiple-employer workplace must:
 - Ensure that the activities of employers, workers and other persons at the workplace relating to occupational health and safety are coordinated, and
 - Do everything that is reasonably practicable to establish and maintain a system or process that will ensure compliance with OHS (Ontario) and the Stipulations in effect at the workplace.
 - d) Each employer of workers (sub-contractor, vendor or supplier) at a multiple-employer workplace must give to the Prime Contractor the name of the person the sub-contractor, vendor or supplier has designated to supervise their workers at that workplace.

2.2 EllisDon-Chant Joint Venture (EDCJV)

EDCJV holds the role of Construction Manager for the Project and as such is the Prime Contractor (Constructor). To this end:

- 2.1.1. The EDCJV Project Manager is ultimately responsible and accountable for ensuring that the SSOHSP is relevant, communicated, enforced and updated as required to reflect evolving and changing conditions of the Work.
- 2.1.2. Under the leadership of the EDCJV Project Manager, the EDCJV Project Team is responsible to:

- Ensure all measures and procedures required by the Occupational Health and Safety Act and Regulations for construction projects in the province of Ontario are carried out.
- Investigate all near misses, incidents and accidents relating to the Project and report near misses, incidents, accidents and injuries to appropriate EDCJV corporate personnel and agencies/authorities as required by the OHSP and to take appropriate actions in response to any occurrence to prevent recurrence.
- Establish and maintain a safety culture and safety program that both promotes and enables a safe and healthy workplace.
- Conduct formal and effective site orientations for project staff, subcontractors, vendors, suppliers, delivery agents, and invitees to the project sites such as owner representatives or agency visitors.
- Ensure that hazard assessments are conducted as required in the manner prescribed by the OHSP and that corrective action is taken where required and in a timely manner.
- Effectively stabilize and otherwise treat injuries that do arise in accordance with the appropriate Emergency Response Plan and to report all injuries as required by the OHSP and OHSARCP (Ontario).
- Maintain all safety related records relating to the OHSP. In this context, maintain means managing, reviewing, following up, communicating and filing on site.
- Conduct and record formal weekly site safety inspections including project site offices in collaboration with any stakeholder subcontractors, vendors or suppliers.
- Participate regularly with stakeholders in safety meetings for the purpose of reviewing the overall performance (effectiveness) of the OHSP.

2.3 Subcontractors, Vendors and Suppliers

Subcontractors, vendors and suppliers are responsible for:

- 2.3.1. Development and implementation of a Site Specific Occupational Health and Safety Plan (SSOHSP), following the format, contents and requirements of the EDCJV OHSP, and complies with Occupational Health and Safety Act and Regulations for construction projects in the province of Ontario. The SSOHSP shall be accepted by the EDCJV Project Manager or his designate in writing prior to the starting of any site work on a work package, subcontract or purchase order.

- 2.3.2. Ensuring that only proven, competent persons are appointed as supervisors of others and that all personnel report for work fit for work.
- 2.3.3. Providing trade appropriate and competent instruction, information and supervision to all employees.
- 2.3.4. Maintaining all site facilities within their control in a neat, tidy, and orderly manner. Laydown areas, storage, staging, parking and all access ways are to be well maintained and appear well maintained at all times.
- 2.3.5. Providing suitable and appropriate First Aid training and equipment consistent with the number of personnel on site.
- 2.3.6. Reporting all injuries in compliance with the OHSP and as appropriate, the Ministry of Labour Ontario.
- 2.3.7. Maintaining all safety related records relating to the SSOHSP. In this context, maintaining means managing, reviewing, following up, communicating and filing on site.

2.4 EllisDon Assistant Safety Director – Civil Division

The EllisDon Assistant Safety Director represents a staff function and not a line function within the Project Team with respect to safety performance. To this end, the Assistant Safety Director is responsible for:

- 2.4.1. Providing or otherwise facilitating safety oriented training as requested by the Project Team.
- 2.4.2. Functioning as a knowledgeable resource person to the Project Team to assist with the resolution of safety challenges and issues. This support may involve, at the request of the EDCJV Project Manager, liaising with the safety focused project personnel of other stakeholders.
- 2.4.3. Assisting in incident and accident investigations and with the development of corrective and preventative action recommendations as a member of the Project Team’s investigation team.
- 2.4.4. Ensure the proper completion and submission of any federal, provincial or municipal accident or health and safety reports by the Project Team as required.

2.5 Project Joint Health and Safety Committee/Health & Safety Representative

A Joint Health and Safety Committee (“JHSC”) will be established on the site when the number of employees reaches the predefined levels dictated by legislation. A member of the EDCJV Project Team will chair these meetings and meeting minute records will be kept in EDCJV project files.

The EDCJV Project Team Chair shall be trained in the processes and procedures for ensuring any JHSC is effective in the delivery of its obligations to workers on the site.

In the event a JHSC is not required, EDCJV and all sub-contractors on site shall ensure a competent H&S Representative has been identified and their name is posted for employee reference.

3.0 Project Scope of Work & Logistics

The objective of this scope of work is rehabilitation of the Talbot Canal Embankments where required (Site C) located on the Trent Severn Waterway (TSW). Specifically, restoration work is focused on, but is not limited to:

- Removal of gabion baskets and riprap from upstream slope in designated locations
- Removal of trees and brush on the embankments (upstream, crest and downstream), excluding the areas at the locks within the limits of the approach walls
- Removal of unsuitable material from the top and downstream slope of embankments
- Installation of material to mitigate overtopping of sheet piles and seepage through the embankment
- Installation of material to increase top elevation of embankments
- Grade top of embankments to establish crossfall and improve surface runoff
- Installation of suitable erosion and scour protection on upstream slope
- Reconstruction of downstream slope in areas of significant erosion and rehabilitation of stripped and grubbed slopes

EDCJV Site Office Location:

Lock 38 – Talbot – Trent-Severn Waterway (1427 Canal Rd, Brechin, ON L0K 1B0)

Construction Schedule: August 15, 2017 – April 30, 2018

Days/Hours of Work: 12 hour shifts (potential for some nightshift work), seven days per week

Proposed Site C Laydown Area Drawing has been included in appendix documents.

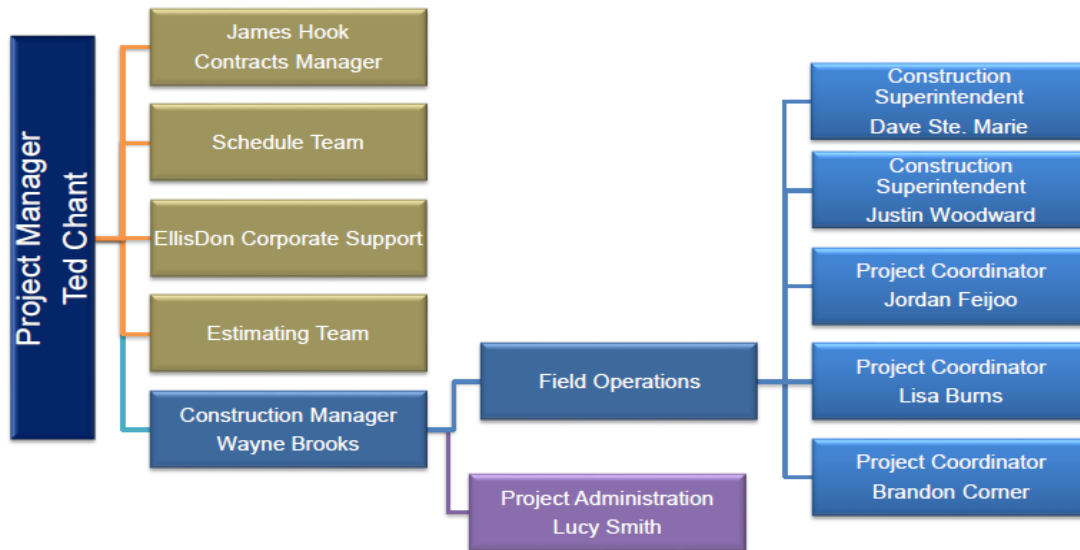
Note: Detailed drawings illustrating trailer location, washrooms, muster points, Emergency Response equipment etc. will be included and submitted with Sub-contractor SSOHSPs.

4.0 Project Organization and Key Contacts

EllisDon-Chant Joint Venture
 Trent-Severn Infrastructure
 Talbot Dam Rehabilitation – Kirkfield Bundle
 Public Works and Government Services Canada



EllisDon-Chant Joint Venture - Organization Chart



EDCJV KEY SAFETY CONTACTS

Name	Title	Contact #	Email
Ted Chant	Project Manager (<i>Chant</i>)	289-221-1368	ted.chant@chantgroup.com
Wayne Brooks	Construction Manager (<i>Chant</i>)	705-856-6066	wayne.brooks@chantgroup.com
Dave Ste Marie	Superintendent (<i>EllisDon</i>)	437-774-4693	dstemarie@ellisdon.com
Justin Woodward	Superintendent (<i>Chant</i>)	905-926-1938	justin.woodward@chantgroup.com
Lisa Burns	Project Coordinator (<i>Chant</i>)	705-297-9685	lisa.burns@chantgroup.com
Jordan Feijoo	Project Coordinator (<i>Chant</i>)	647-292-4140	jordan.feijoo@chantgroup.com

PCA/PWSGC Key Safety Contacts

Name	Title	Contact #	Email
Dave Ness	Project Manager (<i>PWSGC</i>)	647-505-0594	dave.ness@pwgsc-tpsgc.gc.ca
J. Campbell Halliday	Regional Manager OH&S (<i>PWSGC</i>)	416-512-5628	Cam.Halliday@pwgsc-tpsgc.gc.ca
Irtaza Shah	Construction Maintenance Safety Advisor (<i>PWSGC</i>)	416-512-5591	iratza.shah@pwgsc-tpsgc.gc.ca
Nicole Weber	Senior Engineer TSW Project (<i>PCA</i>)	705-313-2036	nicole.weber@pc.gc.ca
Brett McLellan	Engineer (<i>PCA</i>)	705-750-4943	brett.mclellan@pc.gc.ca
Shaun Beatty	Engineer (<i>KGS Group</i>)	204-960-5074	sbeatty@ksgs.com

5.0 Return to Work and Work Reintegration Program

For details relating to EDCJV's Return to Work Program, refer Chant Limited's Safety Management System appended to the EDCJV's overall OHSP.

6.0 Risk Assessment

A Hazard Identification and Risk Assessment specific to Site C scope of work has been completed by EDCJV utilizing Chant H&S-F-13 and is appended to this SSOHSP.

For complete details relating to Risk Assessment Procedures refer to EDCJV's overall Occupational Health and Safety Plan for Talbot Dams Rehabilitation – Kirkfield Bundle.

All sub-contractors shall complete a detailed safety risk assessment based on their specific scope of work, which shall be included in their SSOHSP and approved by EDCJV prior to commencement of work.

6.1 Pre-Execution Safety Planning

Pre-execution planning, including the development of initial hazard assessments for the work sites, procedures, proponent sub-contractor, vendor and supplier pre-qualification submittals, SSOHSP reviews and approvals will be conducted by EDCJV under direction and control of the EDCJV Project Manager.

The EDCJV Project Manager or Construction Manager shall perform the initial risk assessment processes and direct its continued maintenance, lead the evaluation of all proponent sub-contractor, vendor and supplier safety pre-qualification submittals and formerly accept (by signing such acceptance) as compliant with the minimum standards of the OHSP the SSOHSPs for the various work packages and sites.

6.2 Hazard Controls

Controls for identified hazards have been listed in the site specific Hazard Identification and Risk Assessment appended.

EDCVJ project team and/or sub-contractor management and supervisors are responsible for determining if any new or unexpected activities are deemed hazardous throughout the course of work. These hazards will be promptly assessed and controlled utilizing Chant H&S-F.15 (or equivalent) and communicated to all workers involved.

For more details relating to EDCJV's approach to the development of hazard controls refer Chant Limited's Safety Management System appended to the OHSP.

6.3 Safe Work Practices and Procedures

Safe Work Procedures (Control Procedures) must be prepared after the completion of the hazard assessments process.

A library of developed Safe Work Practices and Procedures (SWPP) are available through the Chant Employee Website portal, as well as in hard copy at EDCJV site office. The existing inventory of SWPP will be continually updated and expanded upon based on site specific conditions encountered at the project sites and the need for additional controls.

The EDCJV Construction Manager or his designate is responsible for maintaining the EDCJV site control procedures library and for uploading new or updated SWPPs to the electronic files.

For detailed information relating to the preparation of the Safe Work Practices and Procedures refer to Chant Limited's Safety Management System appended to the OHSP.

Sub-contractors, vendors and suppliers are responsible for development of their own SWPPs after the completion of their hazard assessment, ensuring that their employees have reviewed them prior to commencement of work activity and that they are available at the work site.

7.0 Personal Protective Equipment ("PPE")

The following is to be considered as minimum standard to be enforced for EDCJV and sub-contractor, vendor, supplier, owner and owner's agent, consultant and visitor personnel on the project sites:

- Approved safety eyewear
- Safety boots which also have ankle support (in Canada CSA "green patch")
- Long trousers
- Minimum four-inch sleeved shirts
- High Visibility Vest
- CSA approved protective headwear, and
- Any other specialty PPE identified in the applicable control procedures depending on risk exposure, place of work and the assigned task (fall restraint for example).

8.0 Preventative Maintenance

Preventative maintenance on all equipment is required in order to keep the equipment operating in a safe and efficient manner. It is EDCJV policy that all equipment on the project sites shall be well maintained and look well maintained. The EDCJV Project Manager is responsible for enforcing this equipment and vehicle maintenance policy either through the direction and control of EDCJV staff (for EDCJV equipment) or EDCJV's sub-contractors, vendors and suppliers.

Sub-contractors shall provide details of their equipment, inspection and preventative maintenance plan within their SSOHSP.

8.1 Maintenance Checklist

A maintenance oriented daily visual check must be completed for each piece of equipment on the Project and provided to the EDCJV Construction Manager or his designate. For stationary equipment, a responsible person is to be assigned such that the objective of 100% inspection of each unit on site each day is attained.

With respect to EDCJV owned or leased equipment, the EDCJV Project Manager shall ensure that needed maintenance or repairs are executed or a plan for execution put in place within 24 hours of identification. This exact same expectation shall apply equally to EDCJV's sub-contractors, vendors and suppliers.

An Equipment Maintenance Checklist is available on Chant's employee website. Sub-contractors, vendors and suppliers may use their own checklist formats providing they are at least as comprehensive as that of EDCJV and as approved by the EDCJV Construction Manager. All hard copy maintenance checklist records will be retained in the site office, logged by unit number or other identifier, and uploaded to the project electronic file at least weekly.

8.2 List of Equipment and Vehicles on Site

The following is a list of expected equipment to be used for the permanent works, temporary roads, access embankments and ramp construction:

- Crane (depending on method of sheet piling)
- Excavators
- Bulldozers
- Backhoes
- Tandem and tri-axle dump trucks
- Tree Chipper
- Feller Buncher
- Cement Bentonite Batch Plant
- Smooth drum compacting roller

For embankment removals:

- Pneumatic jack hammers
- Excavators equipped with a hydraulic breakers (Hoe Ram)
- Air compressors
- Generators
- Hand held cutting equipment

9.0 Occupational Health

Information relating to a variety of workplace illnesses, effects of occupational diseases and SWPPs refer to Chant Limited's Safety Management System appended to the OHSP.

10.0 Safety Education and Training

The following lists the minimum Project specific training required for all workers on site:

1. Site EDCJV orientation/Subcontractor, Vendor, Supplier and Visitor orientations
2. Hazard assessment review – safe work practices and safe job procedures
3. Other task specific work plans/procedures
4. Personal protective equipment requirements
5. Ministry of Labour H&S Awareness Worker/Supervisor
6. Chemical hazard training (WHMIS 2015)

EDCJV will ensure verification of training and competency of any workers involved in work at heights, confined space, emergency response and operation/use of specialized equipment and tools.

Although these topics have priority, any worker who has a concern about their ability to safely perform assigned tasks must be encouraged to communicate this concern to their supervisor at any time.

EDCJV's objective in support of training initiatives is to ensure that incidents do not occur as a result of a lack of training of personnel.

10.1 Contractor/Visitor Site Orientation

The EDCJV Project Manager will be responsible to ensure that all EDCJV employees, and those of subcontractors, vendors and suppliers, the owner, the owner's agents, consultants, agency representatives and visitors to the project site are given an appropriate site specific safety orientation.

All orientations will be documented on the Chant Limited Orientation Form (H&S-F.08) with hard copies kept on site in the project file and periodically uploaded to the project's electronic file.

10.2 Safety Meetings

The EDCJV Project Manager will lead or participate in all project weekly safety meetings as well as conducting a Daily Tailboard Talk meeting with EDCJV personnel. A standardized Safety Talk form (Chant Limited's H+S-F.02 or equivalent) will be used to document the contents and the participation of personnel in the meeting. These talks are meant to address the known hazards ahead of a shifts work, to ensure understanding of any changed conditions which will require the adjustment of SWPPS or barriers to protect workers from those hazards and for the supervisor to ensure that all members of the crew are fit for work.

Each sub-contractor, vendor and supplier is expected to follow this exact same procedure with their field supervisory personnel. 100% attendance of craft personnel is required at the Daily Tailboard Talk and weekly safety meetings. Safety meeting minutes shall be provided to EDCJV the same day (or night) as that of the meeting. EDCJV will participate randomly in the safety meetings of others and provide comment on the effectiveness of these meetings with respect to hazard assessment, the development of control procedures and the encouragement of two-way communication and crew input. EDCJV may require corrective action taken if the nature of safety meetings conducted by sub-contractors, vendors or suppliers is deficient, in the sole opinion of EDCJV.

All safety meeting minutes, including those of subcontractors, vendors and suppliers will be retained by EDCJV as hard copies on site in the project file and periodically uploaded to the project's electronic file.

10.3 Safety Postings

All site offices and lunch trailers will be equipped with a safety bulletin board that has, at a minimum, the postings as required by Employment Standards Act 2000, Occupational Health and Safety Act and the Workplace Safety and Insurance Act 1997.

11.0 Waste Management

The EDCJV is responsible for managing and disposing of its own waste products as per the Environmental Management and Protection Plan (EMPP). The EDCJV Project Manager is to ensure that subcontractors are responsible for their own refuse, and that they have a written, site specific plan in place for waste disposal (SSEMP). Protocols and procedures for hazardous waste must follow guidelines dictated by legislation (local, provincial and federal).

EDCVJ will maintain the onsite workplaces in a clean and orderly fashion, free of accumulations of debris and consistent with best management practices with respect to housekeeping.

The EDCJV Project Manager is responsible to ensure that all subcontractors, vendors and suppliers follow the same high standard with respect to housekeeping that EDCJV sets for itself.

12.0 Workplace Hazardous Material Labeling and Management

All project personnel will have received WHMIS training prior to deployment to site.

For details relating to Workplace Hazardous Material Labeling, Management and associated training, refer to Chant Limited's Safety Management System appended to the OHSP.

All up-to-date MSDS will be accessible at the EDCJV site office. The Project Manager or designate is responsible to review the record of current MSDS for all products used on the project, including those used by subcontractor, vendor and supplier personnel. All site personnel are to be made aware during their orientation process of the MSDS library location at site.

MSDS copies must be filed to the project's electronic file in addition to the MSDS binder in the onsite office.

13.0 Inspections

13.1 Safety Inspections

The EDCJV Project Manager or designate is responsible to ensure that comprehensive weekly (a minimum – frequency will be increased as required) worksite inspections are conducted and corrective actions are completed in a timely manner, including instantaneously. The Chant inspection form (H+S-F.05) or an approved alternate form will be used to conduct safety inspections on the project. All completed inspection records will be found in the onsite office and will be filed to the project's electronic file.

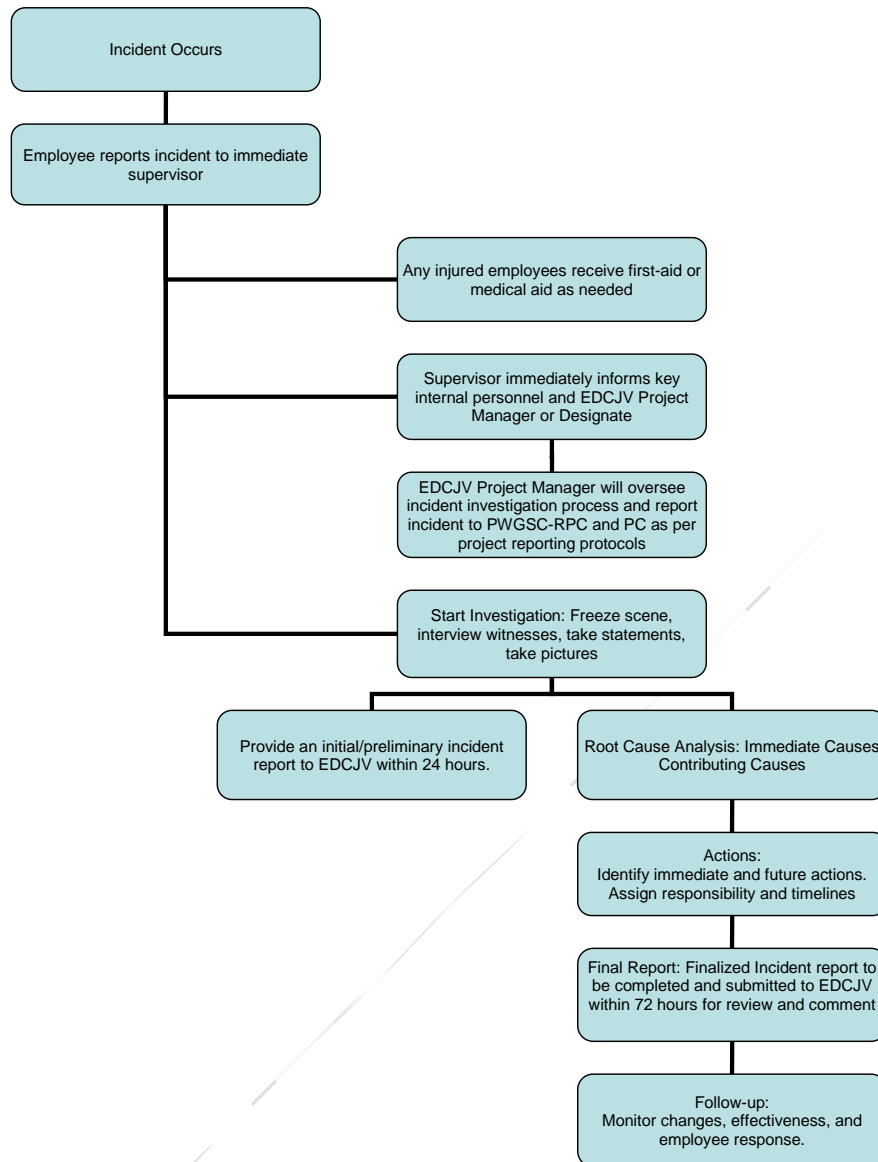
Inspection records are not to be filed until all deficiencies have been corrected and all corrective actions have been completed and the completed inspection form signed by the EDCJV Project Manager.

Sub-contractors shall outline their worksite inspection requirements in their SSOHSP and provide copies of completed inspection records to EDCJV for review, comment and filing.

14.0 Accident/Incident Reporting

An incident is defined as any accident or near miss regardless of whether personnel injury or property damage resulted. All incidents must be reported.

All incidents shall be reported to the direct supervisor immediately, and then brought to the attention of the EDCJV Project Manager or in his absence the EDCJV Construction Manager. The EDCJV Project Manager will be responsible to follow project protocols for incident reporting based on severity:



An incident report and investigation form (Chant Limited H & S F.01 or equivalent) will be used exclusively for the project (EDCJV, sub-contractors, vendors and suppliers).

15.0 Accident/Incident Investigation

In the event that any employee is injured or equipment is damaged, formal accident investigations will be conducted under the direction of the EDCJV Project Manager. The investigation team may include any or all of a JHSC member/safety representative, senior corporate safety representatives (as required) and other knowledgeable personnel as requested by the EDCJV Project Manager.

In the event a sub-contractor, vendor or supplier’s personnel is involved, the EDCJV Project Manager shall oversee the sub-contractor, vendor or supplier’s accident/investigation process which shall comply with the requirements of the OHSP and any SSOHSP.

An accident/investigation form (Chant Limited H+S-F.22 or equivalent) shall be completed in all cases by the EDCJV Project Manager and distributed in accordance with project protocols.

The EDCJV Project Manager shall also ensure every accident/incident report includes the development of appropriate corrective actions and that they have been implemented (or there is an appropriately timely schedule for implementation).

15.1 Conducting an Investigation

The investigation procedure following an incident shall proceed as follows:

1. Take control of the scene.
2. Ensure that any injured persons are cared for.
3. Ensure that no further injury or damage occurs.
4. Get the “big picture” of what happened.
5. Examine equipment/materials involved.
6. *Preserve the evidence* – collect and safeguard any physical evidence. Where practicable, the scene of any accident should be left untouched, except for activity necessitated by rescue work or to prevent further failures or injuries, until the accident has been thoroughly investigated and the EDCJV Project Manager has “released” the scene.
7. Take photographs of the scene.
8. Interview witnesses and obtain written statements where appropriate. It’s recommended that witnesses be segregated and interviewed separately.
9. Analyze all the available information to determine the causes.
10. Look for causes where “the system failed the worker,” not only for those where “the worker failed the system.”
11. Determine what corrective action will prevent recurrence.
12. Complete a prescriptive accident investigation report (Chant Limited H+S-F.01 or equivalent) and have the form signed by the EDCJV Project Manager.
13. Designate follow-up responsibilities to ensure that corrective action is developed, implemented and completed in a timely manner.

Note: Accident/Incident investigations are not conducted to fix blame, they are conducted to find facts to help prevent recurrence.

Accident/incident investigation reports will be maintained in hard copy at the project site and uploaded to the electronic file as soon as completed and signed by the EDCJV Project Manager.

15.2 Stakeholder Involvement in Accident and Incident Investigation

The Owner or Owner Agent are not required to participate in any accident/incident investigation undertaken by EDCJV on the project site. EDCJV may participate as required by other stakeholders investigating an incident related to the project.

All third party incidents within the project boundary (federal crown lands) will be investigated by EDCJV Project Manager. The third party's involved will be required to submit completed incident forms to the EDCJV site office upon completion of their investigation.

15.3 Workers' Compensation Claims

The EllisDon Assistant Safety Manager and the Chant Director of Projects must be contacted immediately regarding any workers compensation claim arising from EDCJV's activities on the Project. This includes EDCJV becoming aware of a claim involving a sub-contractor, vendor or supplier. Providing timely notification is the responsibility of the EDCJV Project Manager.

For additional information with respect to Worker's Compensation Claims, refer to Chant Limited's Safety Management System appended to the OHSP.

16.0 Emergency Preparedness and Response

EDCJV will post emergency contact numbers, site map and location of nearest hospital(s) for its Management/Office staff at the site office location. Sub-contractors will develop their own Emergency Response Plan for their specific work areas within their SSOHSP. EDCJV staff will follow the sub-contractor requirements for evacuation and mustering when in their work areas.

16.1 First Aid supplies and equipment location(s)

First aid and eyewash kits and evacuation aids will be kept in the onsite office and in designated EDCJV vehicles. The first aid kits will be maintained by EDCJV Construction Manager or his designates. Monthly inspections of these installations will be documented (Chant Limited H+S-F.05 or equivalent) and hard copy filed in the site office.

16.2 Fire extinguisher locations

Fire extinguishers will be installed in each EDCJV vehicle as well as site offices. The EDCJV Construction Manager or designate is responsible for ensuring all fire extinguishers are inspected as required and that a log of the inspections is completed and kept with the fire extinguisher.

Fire extinguishers may also be located in designated areas of the workplace in response to SWPP being implemented as an outcome of the hazard assessment process. These locations shall be identified by both communication to workers and direct signage.

16.3 What to do in the event of a fire

In the event of fire, after 911 has been called, all project employees must assemble at the closest Muster Area as designated in the Emergency Response Plan. As part of the initial site orientation, all employees will be made aware of current muster stations. Changes to the station locations will be conveyed during Daily Tailboard Meetings and weekly safety meetings. Muster Stations shall be clearly identified:

Muster Area 1: TBD

Muster Area 2: TBD

Muster Area 3: *(If required)*

16.4 Location of emergency

The project site map and location of the nearest hospital will be included in the SSOHSPs and posted in all office trailers and bulletin boards. This information will be reviewed as part of the site orientation process.

16.5 Roles and responsibilities

The EDCJV Project Manager is responsible to define the roles and responsibilities in emergency response situations for each sub-contractor, vendor and supplier and to ensure these are documented in the SSOHSPs for each work package and at each site.

16.6 Methods of communication

It is expected that cellular phones will be used for primary communication at site. Radios may also be utilized. Site office locations and cellular reception will dictate whether data hotspot (s) will be utilized.

The SSOHSP shall address the situation where cellular service or radio transmission is lost for whatever reason (have a Plan B).

16.7 Testing the plan

EDCJV is responsible for testing the emergency plan (mock drills). The frequency of these drills will be specified by the Joint Health & Safety Committee and/or the EDCJV Project Manager. All sub-contractors, suppliers and vendors present on the site will consent in their SSOHSPs to participation in these system tests.

16.8 Emergency evacuation

Emergency evacuations of sites will be at the discretion of the EDCJV Project Manager or in his absence, the EDCJV Construction Manager. PWGSC-RPC also has the authority to have the site evacuated in the event of an emergency. The PWGSC-RPC Project Manager or his designate shall administer this authority.

17.0 First Aid Personnel

Qualified First Aid personnel are required by legislation to have their First Aid Certificates posted or readily accessible for inspection. EDCJV Project Team members and all subcontractor staff are expected to have a sticker applied to their hardhats indicating clearly they have first aid certification. The number and training levels of First Aid Personnel can be found in the OHSARCP (Ontario).

18.0 Disaster Planning

For disaster planning protocols refer to Chant Limited's Safety Management System appended to the OHSP.

19.0 Keeping Records and Statistics

Records and statistics of the project's safety performance will be maintained by EDCJV. Reporting will be through the use of a monthly safety summary report (Chant Limited H & S-F.27) equivalent. These records will be compiled by the EDCJV Construction Manager closing the last day of each month. These statistics will be included in the Monthly Progress Report prepared by the EDCJV Construction Manager for PWGSC-RPC.

The statistical summaries and Monthly Progress Reports will be maintained in hard copy on the site and uploaded when completed to the projects electronic file.

For further details relating to the keeping of records and statistics methods, refer to Chant Limited's Safety Management System appended to the OHSP.

20.0 Management Review

For details about management review process of safety performance on the project refer to Chant Limited's Safety Management System appended to the OHSP.

21.0 Safety Audits

Formal Safety audits will be conducted at a minimum of once per week unless safety performance dictates that they be more frequent. The safety audits will be performed by internal corporate personnel of the joint venture partners and follow the prescriptive standards of the IHSA or equivalent. For details about safety audits refer to Chant Limited's Safety Management System appended to the OHSP.

22.0 Safety Incentive Program

For every month with zero at fault incidents above the near miss scale, a safety performance recognition award program will be implemented. All project employees including that of sub-contractors, vendors and suppliers will participate. Sub-contractors, vendors and suppliers are expected to participate financially in the program. Type of recognition and award purchase value and type will be determined by the EDCJV Project Manager or designate in cooperation with other stakeholders.

23.0 Workplace Violence

For detailed information regarding EDCJV's policies and procedures regarding workplace violence refer to Chant Limited's Safety Management System appended to the OHSP.

24.0 Harassment

Harassment, either personal or sexual, is a form of discrimination that is not acceptable in the workplace and will not be tolerated by EDCJV. For clarity, structured discipline for poor work performance is not a form of harassment.

For detailed information of workplace harassment refer to Chant Limited's Safety Management System appended to the OHSP.

APPENDICIES

Appendix A - TDKB – Site C Work Hazard Identification and Risk Assessment

Appendix B – Safety Forms

Chant H+S-F.01

Chant H+S-F.02

Chant H+S-F.05

Chant H+S-F.13

Chant H+S-F.15

Chant H+S-F.22

Chant H+S-F.08

Chant Limited H+S-F.27

Appendix C - Emergency Locations, Numbers and Reporting Protocol – Lock 38-Talbot (*EDCJV Site Office Trailer*)

Appendix D - Site C Laydown Area Map

SITE SPECIFIC OCCUPATIONAL HEALTH AND SAFETY PLAN (SSOHSP)

Site C - Talbot Earth Dams

**Trent-Severn Waterway Infrastructure
Talbot Dams Rehabilitation – Kirkfield Bundle
Public Works and Government Services Canada**

APPENDIX A

TDKB – Site C Work Hazard Identification and Risk Assessment



Hazard Identification and Risk Assessment Registry

Project Name: Talbot Dam Rehabilitation and Kirkfield Bundle
Associated Work/Task: Site C Talbot Earth Dams
Date Completed/Reviewed: August 18, 2017
Completed By: EDCJV Project Team

Scale
1 = Lowest Risk
10 = Highest risk

Table with columns for Potential Hazards (1-19), Risk Assessment Before Controls (Y/N), Risk Assessment After Controls, and Reduction in Risk. Rows list activities like Travel to and from the job site, Material Load & Offload, Work On/Near Water, etc.

CONTROL PROCEDURES COMPLETED BY:

Signed: _____

Date: _____



TDKB-Site C Hazard/Risk Assessment - Control Activities Worksheet

Note: This activity should be conducted by management and workers familiar with the work activity identified. It should be updated when/if conditions change.

Describe Activity

Travel to and from the Project Site - Vehicle (including travel home on weekends or holidays)

Identify employees most likely to be involved in this activity.

Senior Management	Project Manager	Supervisor	Foreperson	Carpenter	Labor	Site Administrator	Support Staff
	X	X	X	X	X		
Engineer	Architect	Inspectors	Visitors	Operator	Security	Other	Other
X		X	X	X			

Identify all potential hazards that could be associated with this work activity.

Slip	Trip	Fall	Twist	Strike against	Struck by	Climbing
				X	X	
Lifting	Carrying	Pushing	Pulling	Caught between	Caught in	Slip/Tools
Contact with	Splash by	Flying Objects		Rubbed against	Step on	Fall onto
Repetitive Motion		Repetitive/Tools		Work Position	Inhalation	Weather
				X		X
Debris	Lighting	Other		Other	Other	Other
	X	Fatigue		Visibility		
		X		X		

Establish the risk level for this activity: (To be entered into Hazard Identification and Risk Assessment Registry)

Rate each of the boxes below on a scale of 1 to 10 with 10 being the highest rating.

Frequency of Activity	Probability of Harm	Severity of Outcome	=	Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk
7	2	4		56	14	42	75.00%

CONTROL ACTIVITY (Please develop a written control for the above listed hazard)

Considerations:

Eliminate hazards, revise procedures, develop Safe Work Practice or Procedure, contain hazard to a specific area, reduce exposure through use of PPE, etc.

Control Activity:

Review Chant SWP 1.0008 - Driving, SWP 1.0009 - Cell Phone Use, and SWP 1.0007 - Working Alone; Sub-Contractor Safe Work Plans and Procedures
Follow all applicable MTO regulations for the location (posted speed limits, weight restrictions etc.)
Beware of conditions (dust, snow, mud, rutting, etc.)
Be aware of signage that may indicate road work, equipment/men working, speed limit changes, etc.
Be aware of people in the parking lot as you enter site. Public access and pedestrians present
Ensure that rest periods are planned in when traveling long distances

Submitted by:

Names: Lisa Burns

Company: EDCJV

Date: August 18, 2017



TDKB Site C Hazard/Risk Assessment - Control Activities Worksheet

Note: This activity should be conducted by management and workers familiar with the work activity identified. It should be updated when/if conditions change.

Describe Activity

Material Load & Offload - during mobilization & demobilization, equipment and/or materials will be brought to site on trucks. The process for offloading needs to be clearly communicated to all affected parties. There may be over-head wires, uneven ground, pinch points, above 80 decible noise levels, exposure to airborne dust and particles, and incimate weather, exposure to elements, etc. Means & methods should be communicated on a field level hazard assessment the day of mobilization. Public access must be considered

Identify employees most likely to be involved in this activity.

Senior Management	Project Manager	Supervisor	Foreperson	Carpenter	Labor	Site Administrator	Support Staff
		X			X		X
Engineer	Architect	Inspectors	Visitors	Operator	Security	Other	Other
X		X	X	X			

Identify all potential hazards that could be associated with this work activity.

Slip	Trip	Fall	Twist	Strike against	Struck by	Climbing
X	X	X	X	X	X	X
Lifting	Carrying	Pushing	Pulling	Caught between	Caught in	Slip/Tools
		X	X	X	X	X
Contact with	Splash by	Flying Objects		Rubbed against	Step on	Fall onto
X	X	X		X	X	X
Repetitive Motion		Repetitive/Tools		Work Position	Inhalation	Weather
				X	X	X
Debris	Lighting	Other		Other	Other	Other
X	X	Fatigue		Visibility	Noise (+80db)	
		X		X	X	

Establish the risk level for this activity: (To be entered into Hazard Identification and Risk Assessment Registry)

Rate each of the boxes below on a scale of 1 to 10 with 10 being the highest rating.

Frequency of Activity	Probability of Harm	Severity of Outcome	=	Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk
8	5	3		120	10	110	91.67%

CONTROL ACTIVITY (Please develop a written control for the above listed hazard)

Considerations:

Eliminate hazards, revise procedures, develop Safe Work Practice or Procedure, contain hazard to a specific area, reduce exposure through use of PPE, etc.

Control Activity:

Review the following Chant SWP and SJP as applicable: 2.02000 - Traffic Control; 11.0200 - Operating Equipment; 116.1000 - Working Near Overhead Lines; SJP-Traffic Control; SJPs - Operating Equipment; Sub-Contractor Safe Work Plans and Procedures
Ensure equipment has been inspected prior to use
Stay clear of heavy equipment at all times. Approach only when contact with the operator has been made and the forks lowered to the ground
Be aware of men and equipment working as you travel through site, as well as weather conditions
Additional PPE over and above normal may be required in certain areas (Hearing Protection)
Ensure the equipment is being offloaded on solid, level ground and the perimeter is clear of people or equipment and other obstructions (i.e. over-head lines) and is away from leading edges (heights)

Ensure that all rigging that may be required is inspected prior to use

Ensure a walk around inspection is completed prior to offloading

Submitted by:

Names: Lisa Burns

Company: EDCJV

Date: August 18, 2017

TDKB Site C Hazard/Risk Assessment - Control Activities Worksheet

Note: This activity should be conducted by management and workers familiar with the work activity identified. It should be updated when/if conditions change.

Describe Activity

The majority of work will occur on the embankments/slopes on the north and south sides of the Talbot basin moving into the entrance of the canal and working downstream to Talbot Lock 39. Ensure that the ERP for water rescue is in place and communicated to all workers and that rescue equipment is readily available in the event of an incident. Personal floatation device must be worn by workers within 2 metres of water over a metre in depth. Fall Protection or Travel restraint system may be necessary dependant on the activity. Means & methods should be communicated on a field level hazard assessment.

Identify employees most likely to be involved in this activity.

Senior Management	Project Manager	Supervisor	Foreperson	Carpenter	Labor	Site Administrator	Support Staff
	X	X	X	X	X		
Engineer	Architect	Inspectors	Visitors	Operator	Security	Other	Other
X		X	X	X			

Identify all potential hazards that could be associated with this work activity.

Slip	Trip	Fall	Twist	Strike against	Struck by	Climbing
X	X	X				X
Lifting	Carrying	Pushing	Pulling	Caught between	Caught in	Slip/Tools
					X	
Contact with	Splash by	Flying Objects		Rubbed against	Step on	Fall onto
X	X					X
Repetitive Motion	Repetitive/Tools		Work Position	Inhalation	Weather	
			X	X	X	
Debris	Lighting	Other		Other	Other	Other
X	X	Fatigue		Fall Overboard	Visibility	
		X				

Establish the risk level for this activity: (To be entered into Hazard Identification and Risk Assessment Registry)

Rate each of the boxes below on a scale of 1 to 10 with 10 being the highest rating.

Frequency of Activity	Probability of Harm	Severity of Outcome	=	Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk
8	8	7		448	16	432	96.43%

CONTROL ACTIVITY (Please develop a written control for the above listed hazard)

Considerations:

Eliminate hazards, revise procedures, develop Safe Work Practice or Procedure, contain hazard to a specific area, reduce exposure through use of PPE, etc.

Control Activity:

Review the following Chant SWP and SJP as applicable: 1.0001 - General Working Conditions, 2.0300 Working Over & Around Water, Sub-contractor Safe Work Practices and Procedures
Ensure emergency response plan has been reviewed by all workers involved and rescue equipment has been inspected and is readily accessible in the event of an incident.
All workers must wear PFD's in addition to other PPE when within 2 metres of water over 1 metre in depth
Fall Protection or Travel restraint must be in place for workers if performing work near the embankment (i.e. formwork, placing grout, clearing brush or debris etc.) where there is a risk of a fall of more than 2.5 metres or into water over a metre of depth

Submitted by:

Names:

Lisa Burns

Company:

EDCJV

Date:

August 18, 2017

TDKB Site C Hazard/Risk Assessment - Control Activities Worksheet

Note: This activity should be conducted by management and workers familiar with the work activity identified. It should be updated when/if conditions change.

Describe Activity

Excavation and earthworks will occur in numerous areas to expose existing sheetpiling, remove gabion baskets, strip surficial soil, backfilling and stabilizing banks and road. Various heavy equipment will be involved with this activity (excavator, dump truck etc). Means & methods should be communicated on a field level hazard assessment.

Identify employees most likely to be involved in this activity.

Senior Management	Project Manager	Supervisor	Foreperson	Carpenter	Labor	Site Administrator	Support Staff
	X	X	X	X	X		
Engineer	Architect	Inspectors	Visitors	Operator	Security	Other	Other
X		X	X	X			

Identify all potential hazards that could be associated with this work activity.

Slip	Trip	Fall	Twist	Strike against	Struck by	Climbing
X	X	X	X	X	X	X
Lifting	Carrying	Pushing	Pulling	Caught between	Caught in	Slip/Tools
				X	X	
Contact with	Splash by	Flying Objects		Rubbed against	Step on	Fall onto
X		X				X
Repetitive Motion	Repetitive/Tools		Work Position	Inhalation	Weather	
			X	X	X	
Debris	Lighting	Other		Other	Other	Other
X	X	Fatigue		Fall Overboard	Visibility	
		X			X	

Establish the risk level for this activity: (To be entered into Hazard Identification and Risk Assessment Registry)

Rate each of the boxes below on a scale of 1 to 10 with 10 being the highest rating.

Frequency of Activity	Probability of Harm	Severity of Outcome	=	Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk
7	7	8		392	7	385	98.21%

CONTROL ACTIVITY (Please develop a written control for the above listed hazard)

Considerations:

Eliminate hazards, revise procedures, develop Safe Work Practice or Procedure, contain hazard to a specific area, reduce exposure through use of PPE, etc.

Control Activity:

Review the following Chant SWP and SJP as applicable: 1.0001 - General Working Conditions, 2.0300 Working Over & Around Water, 2.02000 - Traffic Control; 11.0200 - Operating Equipment; 116.1000 - Working Near Overhead Lines; SJP-Traffic Control; SJPs - Operating Equipment, Sub-contractor Safe Work Practices and Procedures
Stay clear of heavy equipment at all times. Approach only when contact with the operator has been made and given the okay to approach
Be aware of personnel and equipment working in close proximity, as well as ground and weather conditions
Ensure all equipment is inspected daily and required maintenance inspections are up to date
Additional PPE over and above normal may be required in certain areas (i.e. ear plugs)
Within 2 metres of any watercourse, a PFD must be worn if the water depth is more than a metre. Ensure ERP and equipment is stationed by the sub-contractor
Ensure the equipment is being operated on solid, level ground and the perimeter is clear of people or equipment and other obstructions (i.e. over-head lines)

Ensure that all rigging that may be required is inspected prior to use

Ensure a walk around inspection is completed prior to offloading

Submitted by:

Names: Lisa Burns

Company: EDCJV

Date: August 18, 2017

TDKB Site C Hazard/Risk Assessment - Control Activities Worksheet

Note: This activity should be conducted by management and workers familiar with the work activity identified. It should be updated when/if conditions change.

Describe Activity

Will require removal of trees and grubbing in several areas on the upstream and downstream slopes. Various equipment will be involved with this task (feller buncher, tree chipper etc) and will be vary labour intensive. Ensure that the ERP for water rescue is in place and communicated to all workers and that rescue equipment is readily available in the event of an incident. Personal floatation device must be worn by workers within 2 metres of the water over a metre in depth. Travel restraint system may be necessary dependant on the activity. Means & methods should be communicated on a field level hazard assessment.

Identify employees most likely to be involved in this activity.

Senior Management	Project Manager	Supervisor	Foreperson	Carpenter	Labor	Site Administrator	Support Staff
	X	X			X		
Engineer	Architect	Inspectors	Visitors	Operator	Security	Other	Other
X		X	X	X			

Identify all potential hazards that could be associated with this work activity.

Slip	Trip	Fall	Twist	Strike against	Struck by	Climbing
X	X	X	X	X	X	X
Lifting	Carrying	Pushing	Pulling	Caught between	Caught in	Slip/Tools
X	X	X	X	X	X	X
Contact with	Splash by	Flying Objects		Rubbed against	Step on	Fall onto
X		X		X	X	X
Repetitive Motion		Repetitive/Tools		Work Position	Inhalation	Weather
X		X		X	X	X
Debris	Lighting	Other		Other	Other	Other
X	X	Fatigue		Fall Overboard	Visibility	Insects
		X			X	X

Establish the risk level for this activity: (To be entered into Hazard Identification and Risk Assessment Registry)

Rate each of the boxes below on a scale of 1 to 10 with 10 being the highest rating.

<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th>Frequency of Activity</th> <th>Probability of Harm</th> <th>Severity of Outcome</th> </tr> <tr> <td>4</td> <td>5</td> <td>5</td> </tr> </table>	Frequency of Activity	Probability of Harm	Severity of Outcome	4	5	5	=	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th>Risk Level</th> <th>Risk After Controls</th> <th>Reduction in Risk</th> <th>% Reduction in Risk</th> </tr> <tr> <td>100</td> <td>4</td> <td>96</td> <td>96.00%</td> </tr> </table>	Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk	100	4	96	96.00%
Frequency of Activity	Probability of Harm	Severity of Outcome														
4	5	5														
Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk													
100	4	96	96.00%													

CONTROL ACTIVITY (Please develop a written control for the above listed hazard)

Considerations:

Eliminate hazards, revise procedures, develop Safe Work Practice or Procedure, contain hazard to a specific area, reduce exposure through use of PPE, etc.

Control Activity:

Review Chant SWP and SJP as applicable: 1.0001 - General Working Conditions, 2.0300 Working Over & Around Water, 11.0200 - Operating Equipment; 116.1000 - Working Near Overhead Lines; SJPs - Operating Equipment, Sub-contractor Safe Work Practices and Procedures

Ensure emergency response plan has been reviewed by all workers involved and rescue equipment has been inspected and is readily accessible in the event of an incident.

All workers must wear PFD's in addition to other PPE when within 2 metres of water over a metre in depth

Fall Protection or Travel restraint must be in place for workers if performing work near the embankment (i.e. formwork, placing grout, clearing brush or debris etc.) where there is a risk of a fall of more than 2.5 metres or into water over a metre of depth

Additional PPE is required for operation of Chipper, Chainsaws etc. Operators must have adequate training and competency to operate equipment

Area should be inspected for harmful plants (ie poison ivy) prior to work beginning and workers should be protected from bug bites and stings with suitable bug deterrent product.

Other wildlife should be considered in hazard assessment and ensure proper training of workers involved (i.e. bears)

Submitted by:

Names: Lisa Burns

Company: EDCJV

Date: August 18, 2017

TDKB Site C Hazard/Risk Assessment - Control Activities Worksheet

Note: This activity should be conducted by management and workers familiar with the work activity identified. It should be updated when/if conditions change.

Describe Activity

Extension of existing sheetpiling will be required in numerous areas along the canal embankment on both north and south sides. Dependant on the method, a mobile crane with vibro-hammer or an excavator with specialized attachment may be utilized. Means & methods should be communicated on a field level hazard assessment.

Identify employees most likely to be involved in this activity.

Senior Management	Project Manager	Supervisor	Foreperson	Carpenter	Labor	Site Administrator	Support Staff
	X	X	X		X		
Engineer	Architect	Inspectors	Visitors	Operator	Security	Other	Other
X		X	X	X			

Identify all potential hazards that could be associated with this work activity.

Slip	Trip	Fall	Twist	Strike against	Struck by	Climbing
X	X	X	X	X	X	X
Lifting	Carrying	Pushing	Pulling	Caught between	Caught in	Slip/Tools
X	X	X	X	X	X	X
Contact with	Splash by	Flying Objects		Rubbed against	Step on	Fall onto
X		X		X	X	X
Repetitive Motion		Repetitive/Tools		Work Position	Inhalation	Weather
X				X		X
Debris	Lighting	Other		Other	Other	Other
X	X	Fatigue		Fall Overboard	Visibility	
		X			X	

Establish the risk level for this activity: (To be entered into Hazard Identification and Risk Assessment Registry)

Rate each of the boxes below on a scale of 1 to 10 with 10 being the highest rating.

Frequency of Activity	Probability of Harm	Severity of Outcome	=	Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk
5	5	6		150	5	145	96.67%

CONTROL ACTIVITY (Please develop a written control for the above listed hazard)

Considerations:

Eliminate hazards, revise procedures, develop Safe Work Practice or Procedure, contain hazard to a specific area, reduce exposure through use of PPE, etc.

Control Activity:

Review Chant SWP and SJP as applicable: 1.0001 - General Working Conditions, 2.0300 Working Over & Around Water, 11.0200 - Operating Equipment; 11.0300 - Hoisting; 11.0400 - Rigging 116.1000 - Working Near Overhead Lines; SJP's - Operating Equipment, Sub-contractor Safe Work Practices and Procedures
Crane will be inspected prior to use and all required maintenance and inspections will be verified as up to date
Only trained and competent personnel will be allowed to operate equipment, rig and signal
Supervisor and personnel involved in lift will complete a lift plan prior to commencement of task
Ensure that all rigging that may be required is inspected prior to use
Ensure tools are in good working condition, and that the proper tools are used for the task at hand
Stay clear of heavy equipment at all times. Approach only when contact with the operator has been made and given the okay to approach
Be aware of personnel and equipment working in close proximity, as well as ground and weather conditions
Ensure all equipment is inspected daily and required maintenance inspections are up to date

Additional PPE over and above normal may be required in certain areas (i.e. ear plugs)

Within 2 metres of any watercourse over a metre in depth, a PFD must be worn. Ensure ERP and equipment is stationed by the sub-contractor

Ensure the equipment is being operated on solid, level ground and the perimeter is clear of people or equipment and other obstructions (i.e. over-head lines)

Review Material Safety Data Sheets for any hazardous materials that workers may come in contact with

Submitted by:

Names: Lisa Burns

Company: EDCJV

Date: August 18, 2017



TDKB Site C Hazard/Risk Assessment - Control Activities Worksheet

Note: This activity should be conducted by management and workers familiar with the work activity identified. It should be updated when/if conditions change.

Describe Activity

Crane Operation & Rigging - Crane may be utilized on site dependant on the method of sheetpiling (TBD). Means & methods should be communicated on a field level hazard assessment. Proper rigging means and methods will be followed for picking loads.

Identify employees most likely to be involved in this activity.

Senior Management	Project Manager	Supervisor	Foreperson	Carpenter	Labor	Site Administrator	Support Staff
		X			X		
Engineer	Architect	Inspectors	Visitors	Operator	Security	Other	Other
				X			

Identify all potential hazards that could be associated with this work activity.

Slip	Trip	Fall	Twist	Strike against	Struck by	Climbing
X	X	X	X	X		X
Lifting	Carrying	Pushing	Pulling	Caught between	Caught in	Slip/Tools
X	X	X	X	X	X	X
Contact with	Splash by	Flying Objects		Rubbed against	Step on	Fall onto
X	X			X	X	X
Repetitive Motion		Repetitive/Tools		Work Position	Inhalation	Weather
				X		X
Debris	Lighting	<i>Other</i>		<i>Other</i>	<i>Other</i>	<i>Other</i>
X	X	Fatigue				
		X				

Establish the risk level for this activity: (To be entered into Hazard Identification and Risk Assessment Registry)

Rate each of the boxes below on a scale of 1 to 10 with 10 being the highest rating.

Frequency of Activity	Probability of Harm	Severity of Outcome	=	Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk
6	8	8		384	6	378	98.44%

CONTROL ACTIVITY (Please develop a written control for the above listed hazard)

Considerations:

Eliminate hazards, revise procedures, develop Safe Work Practice or Procedure, contain hazard to a specific area, reduce exposure through use of PPE, etc.

Control Activity:

Review the following Chant SWP and SJP as applicable: 11.0300 - Hoisting; 11.0400 - Rigging 11.0200 - Operating Equipment; 116.1000 - Working Near Overhead Lines; SJP-Traffic Control; SJPs - Operating Equipment; Sub-Contractor Safe Work Plans and Procedures
Crane will be inspected prior to use and all required maintenance and inspections will be verified as up to date
Only trained and competent personnel will be allowed to operate equipment, rig and signal
Supervisor and personnel involved in lift will complete a lift plan prior to commencement of task
Ensure that all rigging that may be required is inspected prior to use
Ensure tools are in good working condition, and that the proper tools are used for the task at hand
Review Material Safety Data Sheets for any hazardous materials that workers may come in contact with

Submitted by:

Names:

Lisa Burns

Company:

EDCJV

Date:

August 18, 2017

TDKB Site C Hazard/Risk Assessment - Control Activities Worksheet

Note: This activity should be conducted by management and workers familiar with the work activity identified. It should be updated when/if conditions change.

Describe Activity

Formwork & Carpentry - Cement-Bentonite Grout will be required at different locations along the embankments as per specifications and formwork would be required. Fall protection/restraint may be required for some of the placement. Means & methods should be communicated on a field level hazard assessment.

Identify employees most likely to be involved in this activity.

Senior Management	Project Manager	Supervisor	Foreperson	Carpenter	Labor	Site Administrator	Support Staff
		X	X	X	X		X
Engineer	Architect	Inspectors	Visitors	Operator	Security	Other	Other
		X					

Identify all potential hazards that could be associated with this work activity.

Slip	Trip	Fall	Twist	Strike against	Struck by	Climbing
X	X	X	X	X	X	X
Lifting	Carrying	Pushing	Pulling	Caught between	Caught in	Slip/Tools
X	X	X	X	X	X	X
Contact with	Splash by	Flying Objects		Rubbed against	Step on	Fall onto
X		X		X	X	X
Repetitive Motion		Repetitive/Tools		Work Position	Inhalation	Weather
X		X		X	X	X
Debris	Lighting	<i>Other</i>		<i>Other</i>	<i>Other</i>	<i>Other</i>
X	X	Fatigue		Visibility	Noise (+80db)	
		X			X	

Establish the risk level for this activity: (To be entered into Hazard Identification and Risk Assessment Registry)

Rate each of the boxes below on a scale of 1 to 10 with 10 being the highest rating.

Frequency of Activity	Probability of Harm	Severity of Outcome	=	Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk
4	5	4		80	8	72	90.00%

CONTROL ACTIVITY (Please develop a written control for the above listed hazard)

Considerations:

Eliminate hazards, revise procedures, develop Safe Work Practice or Procedure, contain hazard to a specific area, reduce exposure through use of PPE, etc.

Control Activity:

Review the following Chant SWP and SJP as applicable: 2.0300 - Working Over & Around Water; 3.1100 - Concrete Forms; 3.2100 - Concrete Reinforcement; 11.0501 - Fall Arrest; Sub-Contractor Safe Work Plans and Procedures
Ensure tools and equipment for mixing cement are in good working condition, and that the proper tools are used for the task at hand.
Review Material Safety Data Sheets for any hazardous materials that workers may come in contact with
Use of special PPE may be required (nitrile gloves, dust masks, hearing protection, Fall Protection, PFDs, etc.)
Fall Protection or Travel restraint must be in place for workers if performing work near the embankment (i.e. formwork, placing grout, clearing brush or debris etc.) where there is a risk of a fall of more than 2.5 metres or into water over a metre of depth
Reference SSCEMP for controls required for this activity
Ensure emergency response plan has been reviewed by all workers involved and rescue equipment has been inspected and is readily accessible in the event of an incident.

Submitted by:

Names:

Lisa Burns

Company:

EDCJV

Date:

August 18, 2017

TDKB Hazard/Risk Assessment - Control Activities Worksheet

Note: This activity should be conducted by management and workers familiar with the work activity identified. It should be updated when/if conditions change.

Describe Activity

Concrete Pour & Finishing - Cement-Bentonite Grout (to be confirmed) will be required at different locations along the embankments as per specifications. Fall protection/restraint may be required for some of the placement. Means & methods should be communicated on a field level hazard assessment.

Identify employees most likely to be involved in this activity.

Senior Management	Project Manager	Supervisor	Foreperson	Carpenter	Labor	Site Administrator	Support Staff
		X	X	X	X		X
Engineer	Architect	Inspectors	Visitors	Operator	Security	Other	Other
		X		X			

Identify all potential hazards that could be associated with this work activity.

Slip	Trip	Fall	Twist	Strike against	Struck by	Climbing
X	X	X	X	X	X	X
Lifting	Carrying	Pushing	Pulling	Caught between	Caught in	Slip/Tools
X	X	X	X	X	X	X
Contact with	Splash by	Flying Objects		Rubbed against	Step on	Fall onto
X	X	X		X	X	X
Repetitive Motion		Repetitive/Tools		Work Position	Inhalation	Weather
X		X		X	X	X
Debris	Lighting	Other		Other	Other	Other
X	X	Fatigue		Visibility	Noise (+80db)	
		X			X	

Establish the risk level for this activity: (To be entered into Hazard Identification and Risk Assessment Registry)

Rate each of the boxes below on a scale of 1 to 10 with 10 being the highest rating.

Frequency of Activity	Probability of Harm	Severity of Outcome	=	Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk
4	8	6		192	8	184	95.83%

CONTROL ACTIVITY (Please develop a written control for the above listed hazard)

Considerations:

Eliminate hazards, revise procedures, develop Safe Work Practice or Procedure, contain hazard to a specific area, reduce exposure through use of PPE, etc.

Control Activity:

Review the following Chant SWP and SJP as applicable: 2.0300 - Working Over & Around Water; 3.1100 - Concrete Forms; 3.2100 - Concrete Reinforcement; 11.0200 - Operating Equipment; 11.0501 - Fall Arrest; SJPs - Operating Equipment; Sub-Contractor Safe Work Plans and Procedures
Ensure tools and equipment for mixing cement are in good working condition, and that the proper tools are used for the task at hand. Only trained and competent personnel will operate Cement Batch Plant
Review Material Safety Data Sheets for any hazardous materials that workers may come in contact with
Use of special PPE may be required (nitrile gloves, dust masks, hearing protection, Fall Protection, PFDs, etc.)
Fall protection/restraint must be in place if workers are in close proximity or at risk of falling more than 2.5 metres or into water more than a metre in depth. Rescue plan must be completed and rescue equipment must be on hand with competent, trained personnel available for rescue if necessary.
Reference SSCEMP for controls required for this activity

Submitted by:

Names:

Lisa Burns

Company:

EDCJV

Date:

August 18, 2017



TDKB Site C Hazard/Risk Assessment - Control Activities Worksheet

Note: This activity should be conducted by management and workers familiar with the work activity identified. It should be updated when/if conditions change.

Describe Activity

Field Inspections - during contractor monitoring, and quality testing/sampling, you will encounter uneven ground, open water, moving equipment and pinch points, exposure to airborne dust and particles, and incimate weather and exposure to elements among other hazards. Daily tailboard review required. Review and sign sub-contractor field level risk assessments.

Identify employees most likely to be involved in this activity.

Senior Management	Project Manager	Supervisor	Foreperson	Carpenter	Labor	Site Administrator	Support Staff
	X	X					
Engineer	Architect	Inspectors	Visitors	Operator	Security	Other	Other
X		X	X	X			

Identify all potential hazards that could be associated with this work activity.

Slip	Trip	Fall	Twist	Strike against	Struck by	Climbing
X	X	X	X	X	X	X
Lifting	Carrying	Pushing	Pulling	Caught between	Caught in	Slip/Tools
X	X			X	X	
Contact with	Splash by	Flying Objects		Rubbed against	Step on	Fall onto
X		X		X	X	X
Repetitive Motion		Repetitive/Tools		Work Position	Inhalation	Weather
				X	X	X
Debris	Lighting	Other		Other	Other	Other
X		Fatigue		Visibility	Noise (+80db)	
		X		X	X	

Establish the risk level for this activity: (To be entered into Hazard Identification and Risk Assessment Registry)

Rate each of the boxes below on a scale of 1 to 10 with 10 being the highest rating.

Frequency of Activity	Probability of Harm	Severity of Outcome	=	Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk
8	5	2		80	8	72	90.00%

CONTROL ACTIVITY (Please develop a written control for the above listed hazard)

Considerations:

Eliminate hazards, revise procedures, develop Safe Work Practice or Procedure, contain hazard to a specific area, reduce exposure through use of PPE, etc.

Control Activity:

Review Chant SWP 1.0008 - Driving, SWP 1.0007 - Working Alone, and any other SWP in the library pertaining to what inspections will be required
Stay clear of heavy equipment at all times. Approach only when contact with the operator has been made and given the okay to approach
Be aware of personnel and equipment working as you travel through site, as well as ground and weather conditions
Additional PPE over and above normal may be required in certain areas requiring inspection (i.e. ear plugs)
Within 2 metres of any watercourse, a PFD must be worn if the depth of the water is more than a metre in depth. Ensure ERP and equipment is stationed by the sub-contractor

Submitted by:

Names: Lisa Burns

Company: EDCJV

Date:

August 18, 2017



TDKB Site C Hazard/Risk Assessment - Control Activities Worksheet

Note: This activity should be conducted by management and workers familiar with the work activity identified. It should be updated when/if conditions change.

Describe Activity

Travel through the project site - On Foot (Walking, climbing, uneven ground, obstructions, snow/ice, open holes, water etc.)

Identify employees most likely to be involved in this activity.

Senior Management	Project Manager	Supervisor	Foreperson	Carpenter	Labor	Site Administrator	Support Staff
	X	X			X		X
Engineer	Architect	Inspectors	Visitors	Operator	Security	Other	Other
X		X	X	X			

Identify all potential hazards that could be associated with this work activity.

Slip	Trip	Fall	Twist	Strike against	Struck by	Climbing
X	X	X	X	X		X
Lifting	Carrying	Pushing	Pulling	Caught between	Caught in	Slip/Tools
				X		
Contact with	Splash by	Flying Objects		Rubbed against	Step on	Fall onto
X		X			X	X
Repetitive Motion		Repetitive/Tools		Work Position	Inhalation	Weather
				X		X
Debris	Lighting	Other		Other	Other	Other
X	X	Fatigue		Visibility	Noise (+80db)	
		X		X	X	

Establish the risk level for this activity: (To be entered into Hazard Identification and Risk Assessment Registry)

Rate each of the boxes below on a scale of 1 to 10 with 10 being the highest rating.

Frequency of Activity	Probability of Harm	Severity of Outcome	=	Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk
8	5	2		80	8	72	90.00%

CONTROL ACTIVITY (Please develop a written control for the above listed hazard)

Considerations:

Eliminate hazards, revise procedures, develop Safe Work Practice Procedure, contain hazard to a specific area, reduce exposure through use of PPE, etc.

Control Activity:

Review Chant SWP 1.0001 - General Working Conditions, and any other applicable SWP's based on site conditions prior to walking through site. All workers and visitors must attend a Contractor Safety Orientation before starting work.

Maintain proper clean-up and housekeeping in all stairwells and access stairs.

Ensure that only authorized walkways are used and free of rubble and debris.

Ensure properly secured handrails where required.

Provide and maintain sufficient lighting in walkways.

Reduce exposure to potential hazards through the use of proper PPE. (hard hats, certified steel toed work boots and safety eyewear, gloves)

Stay clear of heavy equipment at all times. Approach only when contact with the operator has been made.

Submitted by:

Names: Lisa Burns

Company: EDCJV

[Empty yellow box]

Date:

August 18, 2017



TDKB Site C Hazard/Risk Assessment - Control Activities Worksheet

Note: This activity should be conducted by management and workers familiar with the work activity identified. It should be updated when/if conditions change.

Describe Activity

Emergency Response - Risk, roles and responsibilities - site management

Identify employees most likely to be involved in this activity.

Senior Management	Project Manager	Supervisor	Foreperson	Carpenter	Labor	Site Administrator	Support Staff
	X	X					
Engineer	Architect	Inspectors	Visitors	Operator	Security	Other	Other
X		X	X				

Identify all potential hazards that could be associated with this work activity.

Slip	Trip	Fall	Twist	Strike against	Struck by	Climbing
X	X	X	X	X	X	X
Lifting	Carrying	Pushing	Pulling	Caught between	Caught in	Slip/Tools
X	X			X	X	
Contact with	Splash by	Flying Objects		Rubbed against	Step on	Fall onto
X		X		X	X	X
Repetitive Motion		Repetitive/Tools		Work Position	Inhalation	Weather
				X	X	X
Debris	Lighting	Other		Other	Other	Other
X	X	Fatigue		Visibility		
		X		X		

Establish the risk level for this activity: (To be entered into Hazard Identification and Risk Assessment Registry)

Rate each of the boxes below on a scale of 1 to 10 with 10 being the highest rating.

Frequency of Activity	Probability of Harm	Severity of Outcome	=	Risk Level	Risk After Controls	Reduction in Risk	% Reduction in Risk
6	3	2		36	2	34	94.44%

CONTROL ACTIVITY (Please develop a written control for the above listed hazard)

Considerations:

Eliminate hazards, revise procedures, develop Safe Work Practice or Procedure, contain hazard to a specific area, reduce exposure through use of PPE, etc.

Control Activity:

EDCJV is responsible for ensuring Emergency Response Plans (<i>including evacuation, fire, extreme weather, major injury, water rescue etc.</i>) are developed by all sub-contractors, communicated and posted.
Be aware of the site Muster Station location in the event of an emergency. Review regularly to be familiar with the Plan
The First Aid/CPR qualified personnel will be identified during site orientations and be posted on safety board in all site trailers
If witnessing an act (nature, human, otherwise) that may trigger the ERP, first ensure your own safety, then inform the EDCJV Construction Manager immediately to coordinate any response requirements.

Submitted by:

Names: Lisa Burns

Company: EDCJV

[Empty yellow box]

Date:

August 18, 2017

SITE SPECIFIC OCCUPATIONAL HEALTH AND SAFETY PLAN (SSOHSP)

Site C - Talbot Earth Dams

**Trent-Severn Waterway Infrastructure
Talbot Dams Rehabilitation – Kirkfield Bundle
Public Works and Government Services Canada**

APPENDIX B

SAFETY FORMS



Accident/Incident Investigation Report (To be completed by Supervisor)

1. Incident Type <input type="checkbox"/> Injury/Illness <input type="checkbox"/> Property Damage* <input type="checkbox"/> Major Potential <input type="checkbox"/> Fire <input type="checkbox"/> Spill <input type="checkbox"/> Other (specify): _____	
2. Incident Date (Y/M/D): ____/____/____	3. Time of Incident: _____ a.m./p.m.
4. Location:	5. Job Number:

INJURY/ILLNESS

6. Date WSIB/Worker's Compensation Form Completed:	
7. <input type="checkbox"/> First Aid <input type="checkbox"/> Medical Aid <input type="checkbox"/> Modified Work <input type="checkbox"/> Lost Time <input type="checkbox"/> Fatal	
8. Name of Employee:	9. Sex: M <input type="checkbox"/> F <input type="checkbox"/>
10. Occupation:	11. Shift:
12. Nature of Injury:	
13. Object/Equipment/Substance Inflicting Injury/Damage:	
14. Person With Most Control Over Item(s) In #12 Above:	
15. Description of Property:	
16. Description of Damage:	
17. Estimated Cost:	

OTHER ACTUAL/POTENTIAL LOSSES

18. Type:
19. Description:
20. Estimated Cost:
21. Evaluation of Risk Potential if Not Corrected: a) Loss Severity Rate Potential <input type="checkbox"/> Major <input type="checkbox"/> Serious <input type="checkbox"/> Minor b) Probable Recurrence Rate <input type="checkbox"/> Frequent <input type="checkbox"/> Occasional <input type="checkbox"/> Rare

22. DESCRIPTION OF INCIDENT:

* If property damage is a motor vehicle accident, police are to be contacted and all relevant documents attached to this form.

Diagram of Scene and Photos:



--

22. Witness(es):

Witness(es)' Statement(s) Attached: Yes No

23. Immediate Causes:

Description:

24. Underlying Causes:

Description:

25. Corrective Action(s):
(Attach separate page if required)

By Whom:	Date/Time Completed:
-----------------	-----------------------------

SIGNATURES

Supervisor:

Human Resources/Safety:

Employee:



Title of Safety Talk: _____

Company:	Project:
Talk Given By:	Date:

Crew Attending:

Results of inspection, demonstration, or other activity during talk:

Signed: _____

Title: _____



Frequency of Inspections for this Project

___ Daily

___ Weekly

___ Monthly

Project #	Who is Conducting this Inspection?	Date Inspected	Time of Inspection
Name of Project and Location::			

Determine the Level of Risk Associated With Inspected Areas of Work

Priority Index: 1. Imminent Danger 2. Serious 3. Minor 4. Acceptable 5. N/A

Priority	Inspected Items	Priority	Inspected Items	Priority	Inspected Items
	Access to and from project office (Safe, cleared, free from debris or ice/mud)		Hard Hats, Safety Footwear (Worn as required)		WHMIS (All controlled products are managed according to WHMIS regulations)
	Fire Extinguishers (On hand with current inspection certificate attached)		Other PPE, <i>i.e.</i> Traffic Vests, Safety Glasses, Hearing Protection, PFD (Worn by all as required)		Gas Cylinders, Hoses and Regulators (Where required, these items are inspected for defects and/or location)
	First Aid Kits (Located where required, inspected and restocked as needed)		Cables, Ropes, Chains (All secured and not impeding walking or vehicle traffic)		Air Receivers and Compressors (Where required these items are inspected for defects and/or location)
	Emergency Numbers (Numbers posted in a highly visible area)		Materials Storage and Handling (All materials safely stored and handled)		Work Platforms and Access/Egress (Where in place, inspected for defects and free from debris)
	Working Alone (When applicable in a project office environment, specific emergency procedures prepared)		Waste Disposal and Housekeeping (Waste is being disposed of according to project requirements and work area is clear, free from debris)		Hygiene (Washroom facilities meet legislative requirements)
	Proper lighting in place (Work areas well lit)		Confined Space Entry (Where required, procedures are in place and adhered to)		Environmental Controls (Required environmental procedures are being followed)
	Electrical cords, electrical wiring and guards (Do not impede walking, inspected for defects, <i>etc.</i>)		Fall Protection (Where required, training is conducted; procedures are prepared and followed; fall arrest PPE is maintained and inspected)		Protective Guards (All tools, machinery and/or equipment have the required protective guards in place)
	Tools – Use, Storage and Maintenance (No danger from falling, tripping, or other injury. Maintenance logs in place and complete)		Pressurized Equipment, Traffic Control, Flashers, Barricades (Where required, when heavy equipment in use)		Risk/Hazard Assessment (A risk/hazard assessment has been conducted and reviewed for continuing accuracy)

	Office equipment safety (No frayed electrical cords, no blocked exits, and not located in a position where equipment can fall)		Vehicle/Equipment Condition (Vehicles and equipment maintenance log books are current)		Compliance with Designated Control Procedures (Relevant Control/Safe Job Procedures are prepared, available, and followed).
	Direct contact with potentially volatile situations (When required, specific emergency response procedures prepared)		Lockouts/Energy Control (Where required, procedures are developed, reviewed and followed)		Protection of Public/Security (Where required, security procedures are prepared, reviewed and followed)
	Maps to Hospital (Posted in a visible location)		Log Books (All required log books are maintained and current)		Occupational Health and Safety Act/Regulations (Appropriate regulatory regulations are posted and available for reference, and reviewed for changes that may affect project activities)

Extra blank spaces above to be used to identify additional items

- Note 1:** All projects in which Chant employees are located must undergo an inspection at a *minimum* monthly frequency (greater frequency may be required when activities are deemed higher risk, which is determined at the Risk Assessment stage of project planning).
- Note 2:** Inspection reports are not to be filed until all deficiencies have been corrected.
- Note 3:** Any deficiency that has been deemed "Immediate Danger" or "Serious" may warrant immediate stoppage of work.
- Note 4:** Use additional notes, pictures or diagrams if required to describe deficiencies.

Corrective Actions:

Priority #	Description of Deficiency	Corrective Action			
		Assigned To	Target Date	Date Completed	Reviewed By
Inspector:		Date:			



This form to be completed by Certified Authority with Employee, Subcontractor or Visitor

Employee/Visitor: _____ Project Name and No.: _____

Start Date: _____ Supervisor: _____

Position: _____ Date of Site Visit: _____

Please write additional information on the back of this form

NEW WORKER INFO: (Check as provided)		Personal Protective Equipment Required	
Overview of Project		Hard Hat	Safety Vests
Job Description/Expectations		Safety Glasses	Hearing Protection
Start/Stop/Break Times		CSA Green Tag Work Boots (good condition)	Dust Masks
Time Card Procedures – Labour and Equipment			
Personal Protective Equipment			
Personal Protective Equipment Form		Non Smoking Areas	
Issue Company Safety Policy/Handbook (or identify where master copies are kept)		Reporting All Accidents	
Location of OH&S Legislation		Reporting All Near Misses	
Review General Safety Rules		Environmental Incident Reporting	
Review Drug/Alcohol Policy		Modified Work Program	
Review Vehicle Policy		Identify Potential Hazards	
Code of Conduct		Working Over Water	Moving Equipment
Right to Refuse Unsafe Work		Confined Space	Overhead Power Lines
Introduction to Supervisor(s)/Crew		Open Excavations	Floor Openings
Who is the Safety Representative		Noise	
First Aid Attendants (How identified?)		Location of Safe Job Procedures	
Location of MSDS Sheets		How Project Safety Concerns are Addressed (JHSC Required?)	
Location of Tools		Does the Employee Have the Following Courses:	Date Trained/Certificate No.
Process for tagging and/or lock-out of tools		WHMIS	
Location of Material Storage		First Aid/CPR	
Housekeeping Requirements		Rescue	
Sanitary and Lunch Facilities		Hoisting / Crane License	
Frequency of Tool Box Meetings		Other Certificate:	
Location(s) of Emergency Phone Numbers		CERTIFIERS SIGNATURE:	EMPLOYEE/VISITOR SIGNATURE:
Emergency Procedures			
Emergency Evacuation Procedures			
Location of First Aid Kits			
Location of Fire Extinguishers		DATE:	DATE:
Equipment Maintenance Process			



Hazard Identification and Risk Assessment Registry

Project Name: _____

Date Completed: _____

Certified By: _____

Scale 1 =
Lowest Risk Highest risk 10 =

Potential Hazards

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16

Potential frequency of occurrence
Probability of occurrence
Severity of outcome

Risk Assessment Before Controls
Job procedure controls implemented

Potential frequency of occurrence
Probability of occurrence
Severity of outcome

Risk Assessment After Controls
Reduction in risk

Activities	Potential Hazards																Risk Assessment Before Controls		Risk Assessment After Controls	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	Y	N		
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
12																				
13																				
14																				
15																				
16																				
17																				
18																				
19																				
20																				

CONTROL PROCEDURES COMPLETED BY:

Name (please print) _____

Signed _____ Date _____



SAFETY HAZARD NEAR MISS LOG

PROJECT NAME:

JOB NUMBER:

DATE	DESCRIPTION OF NEAR MISS	REPORTED BY	EQUIPMENT /SUBCONTRACTOR INVOLVED	HAZARD PRIORITY RANKING (see below)	FOLLOW-UP ACTION	DISCUSSED AT SAFETY MEETING (date)

HAZARD PRIORITY RANKING

The first ranking estimates the severity of the problem if the potential accident/incident were to occur:

1. **IMMINENT DANGER** (e.g. causing deaths, widespread occupational illness, complete loss of structure(s)/equipment)
2. **SERIOUS** (e.g. severe injury, serious illness, severe property/equipment damage)
3. **MINOR** (e.g. non-serious injury, illness or equipment damage)
4. **NEGLIGIBLE/O.K.** (e.g. minor injury, requiring first aid or less, equipment repair)
5. **NOT APPLICABLE**

The second ranking estimates the probability of the accident/incident) occurring:

- A. **PROBABLE** – likely to occur immediately or soon
- B. **REASONABLY PROBABLE** – likely to occur eventually
- C. **REMOTE** – could occur at some point
- D. **EXTREMELY REMOTE** – unlikely to occur



Project: _____

Date: _____

- 1. Number of hours worked (Chant) _____
 Number of hours worked (Other) _____
 Date range _____ to _____
- 2. Number of workers hired _____
 Number completed orientation _____
- 3. Number of tool box meetings scheduled _____
 Number conducted _____
 Percentage attendance _____
- 4. Number of formal hazard assessments /
 inspections scheduled _____
 Number completed _____
 Total substandard acts / conditions identified _____
 Number corrected _____
 Number outstanding _____
- 5. Number of incidents _____
 Damage only _____
 Injury only _____
 Injury and damage _____
- Number of investigations _____
 Completed _____
 Outstanding _____
- Number of recommendations made _____
 Completed _____
 Outstanding _____

Comments:

Manager's
Signature: _____

Date: _____

SITE SPECIFIC OCCUPATIONAL HEALTH AND SAFETY PLAN (SSOHSP)

Site B – Talbot Dam Replacement

**Trent-Severn Waterway Infrastructure
Talbot Dams Rehabilitation – Kirkfield Bundle
Public Works and Government Services Canada**

APPENDIX C

Emergency Locations, Numbers and Reporting Protocol – Lock 38-Talbot (EDCJV Site Office Trailer)

EDCVJ

OCCUPATIONAL HEALTH AND SAFETY PLAN

Emergency Locations, Numbers and Reporting Protocol

Emergency Phone Numbers	
Fire Department	911 (705)-484-5374 (<i>Non-Emergency</i>)
Police Department	911 (888) 310-1122 (<i>Non-Emergency</i>)
Ambulance	911
Hospitals:	
Orillia Soldiers' Memorial Hospital	(705) 325-2201
Ross Memorial Hospital	(705) 324-6111
Hydro One	(800) 434-1235
Ministry of Labour Health & Safety	(877) 202-0008
MOE Spill Action Centre	(800) 268-6060
Consumers Gas (<i>Enbridge</i>)	(866) 763-5427
Ramara Township (water, sewer or road emergency)	(705) 484-5374
Poison Information Centre	(800)-268-9017
Head Office	(905) 726-8321

EDCVJ KEY SAFETY CONTACTS

Name	Title	Contact #	Email
Ted Chant	Project Manager (Chant)	289-221-1368	ted.chant@chantgroup.com
Wayne Brooks	Construction Manager (Chant)	705-856-6066	wayne.brooks@chantgroup.com
Dave Ste.Marie	Superintendent (EllisDon)	437-774-4693	dstemarie@ellisdon.com
Justin Woodward	Superintendent (Chant)	905-926-1938	justin.woodward@chantgroup.com
Lisa Burns	Project Coordinator (Chant)	705-297-9685	lisa.burns@chantgroup.com
Jordan Feijoo	Project Coordinator (Chant)	647-292-4140	jordan.feijoo@chantgroup.com

EDCVJ SITE OFFICE TRAILER LOCATION
Lock 38 – Talbot – Trent-Severn Waterway
1427 Canal Rd, Brechin, ON L0K 1B0

EDCVJ

OCCUPATIONAL HEALTH AND SAFETY PLAN

Emergency Locations, Numbers and Reporting Protocol

EDCVJ Project Manager or Construction Manager are responsible for ensuring that situations of Incidents (such as near misses), Accidents, and Emergencies are brought to the attention to both PSPC and PCA as quickly as possible after the event. Reporting of such situations is the responsibility of the Constructor (i.e. Construction Contractor or CM, as the case may be) and the protocol is as follows:

1. Upon contacting local emergency response services (i.e. 911) or necessary immediate attention measures as the situation dictates, the Contractor or its site supervisor shall send mass text (to mobiles) and mass e-mail messages to those listed below (*hint: create text and e-mail groups for these contacts in advance*). These messages must be sent out within minutes of the occurrence and the info can be limited to notifying of the situation with a promise to provide details when available later on. Also include in such a message whether the situation is under control; or if PSPC support is immediately required in anticipation of site attendance by external authorities/media. The text and e-mail messages must be followed by a telephone call to the PSPC DR and provide as much details as is known at the time so that he/she may help with responding to others beyond the project team;
2. The PSPC DR shall immediately notify the PSPC Regional Manager and dispatch the H&S consultant to the site. The DR must also get in touch with the PCA project lead as well as Jeremy Link asap to inform and co-ordinate next steps, and keep them updated of the situation both by telephone and e-mails until field reports are filed and the case is closed; and
3. The Contractor is responsible for assessment of the situation and reporting to MOL as needed; and assist PSPC in completing required investigation and internal reporting, whether the matter is reportable to MOL or not.

Name	Title	Cell Phone Number	E-mail
Dave Ness	Project Manager, PSPC	647-505-0594	Dave.Ness@pwgsc.tpsgc.gc.ca
Jeremy Link	Senior Communications Advisor, PSPC	416-726-6165	jeremy.link@pwgsc-tpsgc.gc.ca
Dean Hamilton	Chief Engineer, Waterways Project Delivery, PCA	613-485-2531	dean.hamilton@pc.gc.ca
Nicole Weber	Senior Engineer, PCA	705-313-2036	nicole.weber@pc.gc.ca
Mark Brus	Operations Integration Coordinator, PCA	613-453-0939	mark.brus@pc.gc.ca
Darryl Whitehead	External Relations Manager, PCA	705-761-8555	darryl.whitehead@pc.gc.ca

EDCV

OCCUPATIONAL HEALTH AND SAFETY PLAN

Emergency Locations, Numbers and Reporting Protocol

ORILLIA SOLDIERS' MEMORIAL HOSPITAL
170 Colborne St W, Orillia, ON



Lock 38 - Talbot - Trent-Severn Waterway

1427 Canal Rd, Brechin, ON L0K 1B0

Follow Canal Rd and Durham Regional Rd 50 to Trans-Canada Hwy/ON-12 N

- ↑ 1. Head west on Canal Rd toward Durham Regional Rd 50 5 min (4.6 km)
 - ↑ 2. Continue onto Durham Regional Rd 50 1.2 km
 - ↘ 3. Turn right onto Talbot Rd/Durham Regional Rd 51 3.0 km
 - ↑ 4. Continue onto Rd 51 County/Ramara Rd 51 180 m
 - ↘ 5. Turn right onto Trans-Canada Hwy/ON-12 N 220 m
- 20 min (25.7 km)

Continue on Atherley Rd. Drive to Victoria St

- ↑ 6. Continue straight onto Atherley Rd 6 min (3.3 km)
 - ↑ 7. Continue onto Front St S 1.8 km
- 240 m

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OCCUPATIONAL HEALTH AND SAFETY PLAN

Emergency Locations, Numbers and Reporting Protocol

ROSS MEMORIAL HOSPITAL
10 Angeline St N, Lindsay, ON



Lock 38 - Talbot - Trent-Severn Waterway

1427 Canal Rd, Brechin, ON L0K 1B0

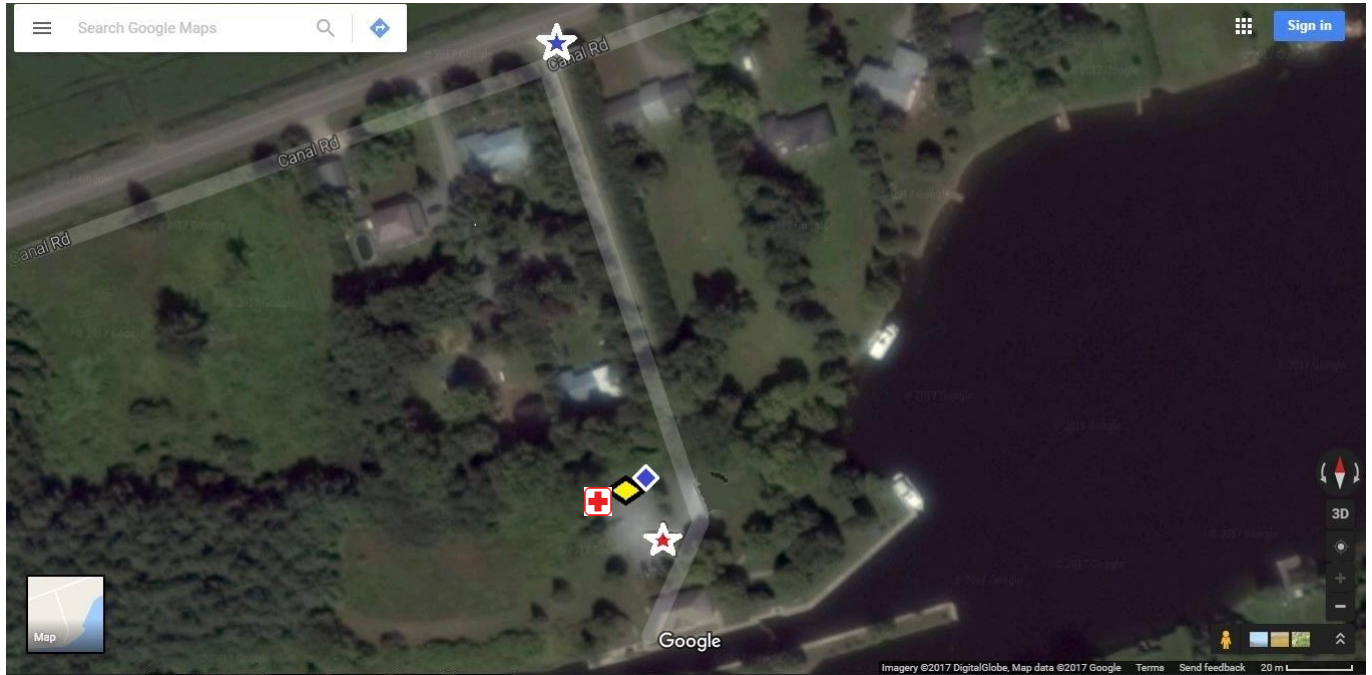
Take Durham Regional Rd 50 to Durham Regional Hwy 48 in Brock

- ↑ 1. Head west on Canal Rd toward Durham Regional Rd 50 1 min (700 m)
- ↩ 2. Turn left onto Durham Regional Rd 50 230 m
- ↩ 3. Turn left onto Durham Regional Hwy 48 500 m

Take Kawartha Lakes County Rd 46, Glenarm Rd/Kawartha Lakes County Rd 8 and Killarney Bay Rd/Kawartha Lakes County Rd 21 to Angeline St N/Kawartha Lakes County Rd 4 in Kawartha Lakes

- ↩ 3. Turn left onto Durham Regional Hwy 48 36 min (49.0 km)
- ↑ 4. Continue onto Portage Rd/Kawartha Lakes County Rd 48 2.3 km
- ↪ 5. Turn right onto Kawartha Lakes County Rd 46 (signs for County Road 46 S/Argyle) 2.9 km
- ↩ 6. Turn left onto Glenarm Rd/Kawartha Lakes County Rd 8 (signs for County Road 8) 9.7 km
- ↪ 7. Turn right onto Killarney Bay Rd/Kawartha Lakes County Rd 21 (signs for County Road 21) 15.4 km
- ↪ 8. Turn right onto Angeline St N/Kawartha Lakes County Rd 4 11.0 km

EDCJV OCCUPATIONAL HEALTH AND SAFETY PLAN Emergency Locations, Numbers and Reporting Protocol



Meeting Point for Emergency Response Vehicles



Designated Muster Location



EDCJV Site Office Trailer at Lock 38 – Talbot



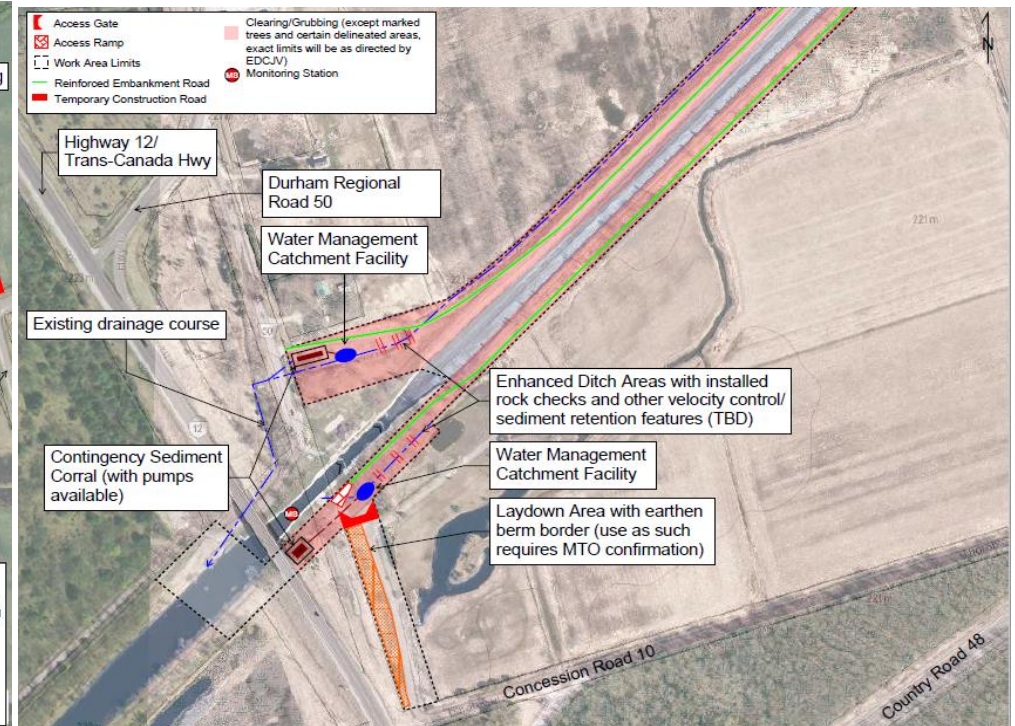
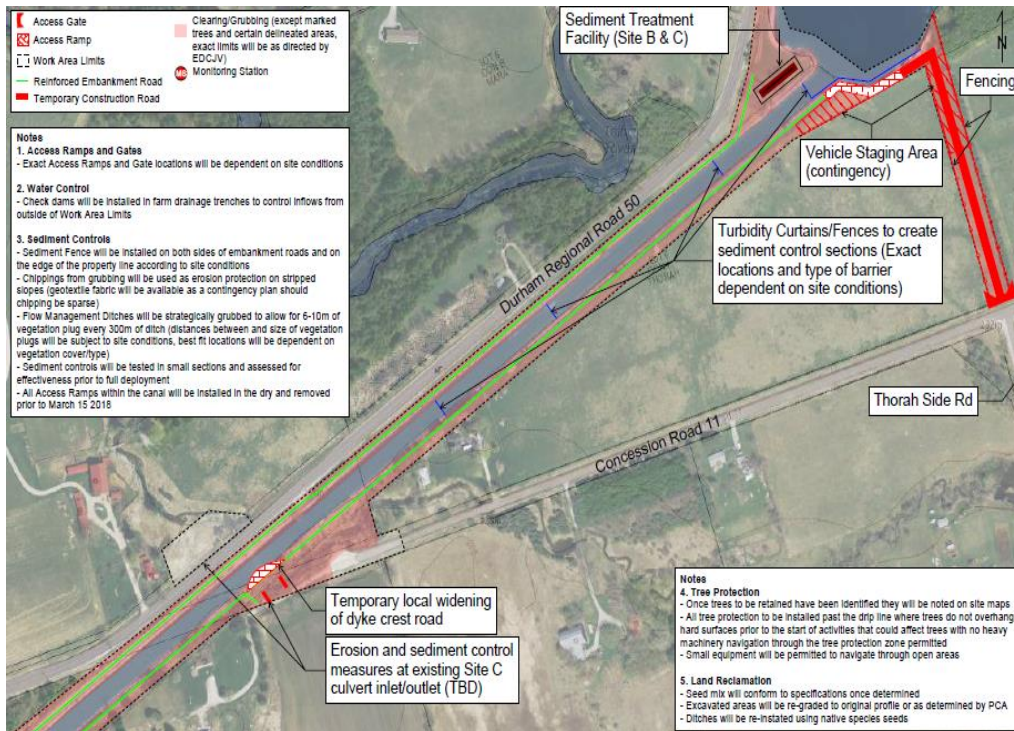
First Aid Kit available in Site Office



Washroom facility

EDCVJ SSOHSP – Site C

Site Layout



Laydown/Staging areas for Site C. Location of Subcontractor Site Office trailers are along roadway (off Durham Regional Rd 50) north of Lock 41. A detailed layout arrangement drawing showing trailer location, washrooms, emergency muster point, Emergency Response equipment locations etc. will be included with sub-contractor Site Specific OHS Plans (SSOHSP) and Emergency Response Postings.

Note: Muster point location will be designated and discussed by the subcontractor in daily tailgate meetings and documented on their daily hazard assessment as the work front will be continuously moving.