
Part 1 GENERAL

1.1 Related Work

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

1.2 Definitions

- .1 Competent Person: means a person who is:
 - .1 Qualified by virtue of personal knowledge, training and experience to perform assigned work in a manner that will ensure the health and safety of persons in the workplace, and;
 - .2 Knowledgeable about the provisions of occupational health and safety statutes and regulations that apply to the Work and;
 - .3 Knowledgeable about potential or actual danger to health or safety associated with the Work.
- .2 Medical Aid Injury: any minor injury for which medical treatment was provided and the cost of which is covered by Workers' Compensation Board of the province in which the injury was incurred.
- .3 PPE: personal protective equipment.
- .4 Work Site: where used in this section shall mean areas, located at the premises where Work is undertaken, used by Contractor to perform all of the activities associated with the performance of the Work.
- .5 Incident - occurrence, condition, or situation arising in the course of work that resulted in or could have resulted in injury, illness, property damage, environmental issues or fatality

1.3 Submittals

- .1 Make submittals in accordance with Section 01 33 00 – Submissions/Shop Drawings.
 - .2 Submit site-specific Health and Safety Plan prior to commencement of Work.
 - .1 Submit within 10 work days of notification of Bid Acceptance. Allow for 5-10 days for Department review and recommendations prior to the commencement of work.
 - .2 *Departmental Representative* will review Health and Safety Plan and provide comments.
 - .3 Revise the Plan as appropriate and resubmit within 5 work days after receipt of comments.
 - .4 *Departmental Representative's* review and comments made of the Plan shall not be construed as an endorsement, approval or implied warranty of any kind by Canada and does not reduce Contractor's overall responsibility for Occupational Health and Safety of the Work.
 - .5 Submit revisions and updates made to the Plan during the course of Work.
 - .3 Submit name of designated Health and Safety Site Representative and support documentation specified in the Safety Plan.
 - .4 Submit building permit, compliance certificates and other permits obtained.
 - .5 Submit copy of Letter in Good Standing from Provincial Workers Compensation or other Department of Labour organization.
 - .1 Submit update of Letter of Good Standing whenever expiration date occurs during the period of Work.
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- .6 Submit copies of reports or directions issued by Federal or Provincial authorities within 24 hours after the visit to the *Departmental Representative*.
- .7 Submit copies of incident reports (incident, accident, injury, near-miss, fire, explosion, chemical spill or damage to property occurring at the work site) 24 hours after the event to the *Departmental Representative*.
- .8 Submit documented plans as prescribed through Public Health requirements, directions, orders and declarations. Include industry best practices when preparing the plan and revise/update accordingly and in a timely manner as per Public Health requirements and recommended industry best practices.

1.4 Compliance Requirements

- .1 Requirements are as follow:
 - .1 Comply with Occupational Health and Safety Act for Province of Nova Scotia, and Regulations made pursuant to the Act.
 - .2 Comply with Provincial/Federal Public Health requirements, directions, and declarations. Prepare documented plans as prescribed by Public Health and/or industry best practices in consultation with the *Departmental Representative*.
 - .3 Canadian Standards Association (CSA):
 - .1 CSA S350-M1980(R2003), Code of Practice for Safety in Demolition of Structures.
 - .4 Observe construction safety measures of:
 - .1 NBC 2020, Division B, Part 8.
 - .2 NFC 2020,
 - .3 Municipal by-laws and ordinances.
 - .5 In case of conflict or discrepancy between above specified requirements, the more stringent shall apply.
 - .6 Maintain Workers Compensation Coverage in good standing for duration of Contract. Provide proof of clearance through submission of Letter in Good Standing.
 - .7 Medical Surveillance: Where prescribed by legislation or regulation, obtain and maintain worker medical surveillance documentation.

1.5 Responsibility

The contractor shall;

- .1 Be responsible for health and safety of persons on site, safety of property on site and for protection of persons and environment adjacent to the site to extent that they may be affected by conduct of Work.
- .2 Comply with and enforce compliance by all workers, sub-contractors and other persons granted access to Work Site with safety requirements of Contract Documents, applicable federal, provincial, and local by-laws, regulations, and ordinances, and with site-specific Health and Safety Plan.

1.6 Site Control and Access

- .1 Control the Work and entry points to Work Site. Approve and grant access only to workers and authorized persons. Immediately stop and remove non-authorized persons.
 - .1 *Departmental Representative* will provide names of those persons authorized by *Departmental Representative* to enter onto Work Site and will ensure that such authorized persons have the required knowledge and training on Health and Safety pertinent to their reason for being at the site,

however, Contractor remains responsible for the health and safety of authorized persons while at the Work Site.

- .2 Isolate Work Site from other areas of the premises by use of appropriate means.
 - .1 Erect fences, hoarding, barricades and temporary lighting as required to effectively delineate the Work Site, stop non-authorized entry, and to protect pedestrians and vehicular traffic around and adjacent to the Work and create a safe environment.
 - .2 Post signage at entry points and other strategic locations indicating restricted access and conditions for access.
 - .3 Use professionally made signs with bilingual message in the 2 official languages or international known graphic symbols.
- .3 Provide safety orientation session to persons granted access to Work Site. Advise of hazards and safety rules to be observed while on site. Maintain records of such orientation on site for review and audit by the DR or their authorized inspector.
- .4 Ensure persons granted site access wear appropriate PPE. Supply PPE to inspection authorities who require access to conduct tests or perform inspections.
- .5 Secure Work Site against entry when inactive or unoccupied and to protect persons against harm.

1.7 Protection

The contractor shall;

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

1.8 Filing of Notice

The contractor shall;

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

1.9 Permits

The contractor;

- .1 Is responsible to pay all fees to obtain all permits required to conduct the work.
- .2 Is responsible to provide authorities with plans and information for acceptance certificates and the costs arising from same.
- .3 Is responsible to provide inspections certificates as evidence that work conforms to requirements of Authorities Having Jurisdiction (AHJ)
- .4 Post permits, licenses and compliance certificates, specified in section 01 10 10, at Work Site.
- .5 Where a particular permit or compliance certificate cannot be obtained, notify *Departmental Representative* in writing and obtain approval to proceed before carrying out applicable portion of work.

1.10 Hazard Assessments

The contractor shall;

- .1 Perform a documented site specific Project hazard assessment for the Work. Include any site issues / hazards / concerns identified arising from the site visit that must be considered.
- .2 Carryout initial assessment prior to commencement of Work with further assessments completed and documented as needed during progress of work, including when new trades and subcontractors arrive on site.
- .3 Record results and address in Health and Safety Plan.
- .4 Share information and controls identified from original and updated Project hazard assessments with project workers. Record this information sharing complete with names and dates. Keep documentation on site for entire duration of the Work.

1.11 Project / Site Conditions

- .1 Existing site conditions include overhead power lines and an active harbour facility.
- .2 Above items shall not be construed as being complete and inclusive of potential health and safety hazards encountered during Work.
- .3 Include above items in the hazard assessment of the Work.
- .4 MSDS Data sheets of pertinent hazardous and controlled products stored on site can be obtained from *Departmental Representative*.

1.12 Meetings

The contractor shall;

- .1 Attend pre-construction health and safety meeting, convened and chaired by *Departmental Representative*, prior to commencement of Work, at time, date and location determined by *Departmental Representative*. Ensure attendance of:
 - .1 Superintendent of Work.
 - .2 Designated Health & Safety Site Representative.
 - .3 Subcontractors.
- .2 Conduct pre shift tool box talks with the crew and conduct regularly scheduled (minimum bi-weekly) safety meetings during the Work.
- .3 Keep documents on site for review by DR or their authorized rep.

1.13 Health and Safety Plan

The contractor shall;

- .1 Prior to commencement of Work, develop written Health and Safety Plan specific to the Work. Implement, maintain, and enforce Plan for entire duration of Work and until final demobilization from site.
- .2 Items to include in the Site Specific Safety Plan;
 - .1 Name of the designated Site Safety Rep showing proof of their competence and reporting relationship in Contractor's company. This person is expected to be on site during all

- work execution.
- .2 A copy of a current WCB Letter of Good Standing.
- .3 Details as to how WHMIS 2015 / GHS will be managed on site.
- .4 Details as to how the Project work areas will be delineated/protected from other areas of the premises (fences, signs). Must be project specific.
- .5 Details as to how Safety orientations will be managed. Include a summary of what topics are covered in the safety orientation described in this section?
- .6 A copy of a Notice of Project that was sent to the Provincial OHS regulator.
- .7 Project site specific hazard assessment.
- .8 Details as to how tool box and safety meetings will be held and recorded.
- .9 An organizational chart illustrating supervision and subs (if available) that are assigned to this Project.
- .10 On-site Emergency Response Plans that cover all potential emergency situations that could arise. This should harmonize with the facility if possible. Emergency Contacts: name and telephone number of officials from:
 - .1 General Contractor and subcontractors. (key personnel)
 - .2 Pertinent Federal and Provincial Departments and Authorities having jurisdiction
 - .3 Local emergency resource organizations.
- .11 List of critical work activities which have a risk of endangering health and safety of Facility users and/or others.
- .12 Details as to how the subcontractors documented safety program will be reviewed and managed prior to allowing them to work on site.
- .13 Details as to how the site safety inspection program will be managed. Include frequency, assignment of responsibility as well as standard inspection form to be used.
- .14 Basic PPE requirements as well as specialized PPE requirements; minimum being hard hat, safety footwear, safety glasses and high visible vest.
- .15 General safety rules as well as the disciplinary protocols to be taken for noncompliance.
- .16 Details as to how Incident investigations will be managed. Include procedure and incident form.
- .3 Post copy of the Plan, and updates, prominently on Work Site.

1.14 Safety Supervision

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

- .3 Health & Safety Site Representative must:
 - .1 Be qualified and competent person in occupational health and safety.
 - .2 Have site-related working experience specific to activities of the Work.
 - .3 Be on Work Site at all times during execution of the Work.
- .4 All supervisory personnel assigned to the Work shall also be competent persons.
- .5 Inspections:
 - .1 Conduct regularly scheduled safety inspections of the Work on a minimum bi-weekly basis. Record deficiencies and remedial action taken.
 - .2 Follow-up and ensure corrective measures are taken.
 - .3 Share inspection reports with crews / subs.
- .6 Cooperate with the Facility's and / or the DFO Occupational Health and Safety representative.
- .7 Keep inspection reports and supervision related documentation on site.

1.15 Training

- .1 Use only skilled workers on Work Site who are effectively trained in occupational health and safety procedures and practices pertinent to their assigned task.
- .2 Permit employees registered in Provincial apprenticeship program to perform specific tasks only if under direct supervision of qualified licensed workers. Determine permitted activities and tasks by apprentices, based on level of training attended and demonstration of ability to perform specific duties.
- .3 Maintain employee records and evidence of training received. Make data available to *Departmental Representative* upon request.
- .4 When unforeseen or peculiar safety-related hazard, or condition occur during performance of Work, follow procedures in place for Employee's Right to Refuse Work in accordance with Acts and Regulations of Province having jurisdiction and advise *Departmental Representative* verbally and in writing.

1.16 Minimum Site Safety Rules

- .1 Notwithstanding requirement to abide by federal and provincial health and safety regulations; the company shall establish rules to govern the conduct and actions of their employees. These rules should leave no room for discretion and argument. The rules must be enforced and action should be taken every time a rule is violated.
- .2 Brief persons of the documented disciplinary protocols to be taken for noncompliance. Post rules on site.

1.17 Correction of Non Compliance

The contractor shall;

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

1.18 Incident Reporting

- .1 Investigate and report all incidents to *Departmental Representative*.
- .2 Notify the *Departmental Representative* as soon as reasonably practicable following the incident.
- .3 Ensure the Authority having Jurisdiction is notified as prescribed by applicable legislation.
- .4 Submit report in writing.

1.19 Hazardous Products

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

1.20 Blasting

- .1 Blasting or other use of explosives is not permitted on site.

1.21 Powder Actuated Devices

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

1.22 Confined Spaces

- .1 Abide by occupational health and safety regulations regarding work in confined spaces.

1.23 Site Records

- .1 Maintain on Work Site copy of safety related documentation and reports stipulated to be produced in compliance with Acts and Regulations of authorities having jurisdiction and of those documents specified herein.
- .2 Upon request, make available to *Departmental Representative* or authorized Safety Officer for inspection.

1.24 Posting of Documents

- .1 Ensure applicable items, articles, notices and orders are posted in a conspicuous location on the Work Site in accordance with Acts and Regulations of Province. See local legislation for specifics.
- .2 Post other documents as specified herein, including:
 - .1 Site specific Health and Safety Plan.
 - .2 WHMIS data sheets.

END OF SECTION