

Occupational Health and Safety Plan

Company name: _____

Project name: _____

NB Includes Environmental, Occupational Health and Safety and Quality Management (SHEQ)

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Title.

Occupational Health and Safety Plan

This health and safety plan has been prepared in term of the Occupational Health and Safety Act 1993 (Act No 85 of 1993) and Regulations Construction Regulation 5. (1).

This Health and Safety Plan will be revised as and when additions, alterations etc are communicated to us by the Client, his Agent or the Architect / Designer or the conditions of the contract dictate.

1.

PROJECT DETAILS

1.1. Project Name:

Physical address:

Contact Details:

Client name:

Postal address:

Contact person - Name:

Contact No:

Telephone –

Facsimile –

Cellular No:

Email

1.2. **Agent:**

Company name:

Postal address:

Contact person - Name:

Contact No:

Telephone –

Facsimile –

Cellular No:

Email

1.3. Architect.

Company name:

Postal Address:

P O Box

Contact person:

Postal address:

P O Box

Contact No:

Telephone –

Facsimile –

Cellular:

Email:

1.4. Principle Contractor

Company name:

Postal Address:

P O Box

1.4.1. Project Manager.

Name:

Assignee Sect 16(2)

Contact No:

Telephone –

Facsimile

Cellular:

Email

1.4.2. Construction Work Supervisor:

Name:

Construction Regulation 6. (1)

Contact No:

Telephone

Facsimile

Cellular telephone No:

1.5. Scope of work

Doors

Electrical installation – re-wiring

Glazing

Granite tops

Plastering

Plumbing and drainage

Shop fittings

Softs, curtains etc

Tiling

NB Where there is construction work in progress with other personnel in the immediate vicinity activities must be co-ordinated by the Principle contractor and the other Contractors.

1.6. Duration of contract:

Start –

Expected completion –

1.7. Emergency Telephone Numbers:

An emergency telephone number list should be prominently displayed adjacent to the telephone
The contents of this list is flexible and the following is given as a guide –

EMERGENCY TELEPHONE NUMBERS

Service	Name	Business	After Hours
i Ambulance:			
ii Doctor:			
iii. Hospital:			
iv. Fire Department:			
v. S.A. Police Services:		10111	
vi. Department of Labour:			
vii. Compensation Insurer			
vii.a COID – Commissioner			
vii.b. FEMA			

Project Manager:

Safety Advisors:

Telephone

Facsimile

Email

DEPARTMENT OF LABOUR

Provincial Office

Department of Labour:

Contact No:

OCCUPATIONAL HEALTH AND SAFETY

Policy statement

The Company is committed to providing a safe and healthy working environment and this occupational health and safety plan documents the action that will be implemented.

We acknowledge that as the Principle contractor we have both a legal and moral obligation to as far as is reasonable and practicable to develop a realistic Health and Safety plan making due reference to the Clients Health and Safety Specification.

We further accept that we must ensure that the relevant legislation is complied with and that all reasonable and practicable steps are taken by all Contractors to provide a safe and healthy environment for persons to work in and that the public are adequately protected.

An independent health and safety advisor will conduct a monthly legal compliance audit to ascertain the level of adherence with statutory requirements, company policy and rules including Occupational Health and Safety, Environmental and Quality standards.

3.

Objective.

To complete the project within the budget in respect of finance and time, to an acceptable quality and with no injuries to employees or other persons.

The specific purpose is to achieve and maintain realistic and sustainable International and locally acceptable standards. A ZERO tolerance attitude towards incidents and non-compliance of prescribed quality and workmanship will be adopted. Deviations will be investigated and the appropriate corrective action must be implemented.

NB This Specification will be imposed on all contractors and their employees working on this project.

4.

Common Vocabulary (COMVOC)

Terminology

- 4.1. Basic Conditions of Employment Act 1997 (Act No 75 of 1997)
- 4.2. Compensation for Occupational Injuries and Diseases Act 1993 (Act No 130 of 1993)
- 4.3. Department of Labour
- 4.4. Department of Labour – Inspection and Enforcement Services
- 4.5. Federated Employers Mutual Assurance Company Limited
- 4.6. National Building Regulations and Standards Act 1997 (Act No 103 of 1997)
- 4.7. Occupational Health and Safety Act 1993 (Act No 85 of 1993) and Regulations
- 4.8. Occupational Health & Safety Act 1993 Construction Regulations, 2003
- 4.9. Provincial Director

Abbreviation

BCEA
COIDA
DoL
DoL (IES)
FEMA
NBR&S
OH&SA
CR
PD

5.

Legislation

Definition

“client” the person for whom any construction work is performed,

Legislation

CR 4. (1)

“agent” means any person, appointed in writing to represents the Client,

CR 4 (5)

“architect / Designer” a person who prepares, checks, prepares or assists with a design,

CR

“competent person” a person with the knowledge, training, experience and qualification specific to the work or task being performed. Where there is, and he/she has the appropriate SAQA qualification,

CR

“construction Safety Officer” a competent person in relation to occupational health and safety in the construction industry,

CR

“contractor” an employer who performs construction work,

CR

“ergonomics” the application of scientific information to optimise human well-being and performance,	CR
“fall prevention plan” a documented plan to eliminate or reduce the risk of falling,	CR
“hazard assessment” the analysis of all existing or potential hazard associated with the work being or to be performed.	
“hazard identification” the identification of existing or known hazards that is normally associated with the work being or to be performed,	CR
“health and safety file” a permanent record of the health and safety requirements prescribed in theses regulations,	CR
“health and safety plan” a documented plan, including safe work procedures to mitigate, remove, reduce or eliminate the hazards identified,	CR
“health and safety specification” means a documented specification of the health and safety requirements for the tasks to be performed safely,	CR
“medical certificate of fitness” a certificate valid for one year issued by an occupational health practitioner registered with the Health Professional Council of South Africa,	CR
“method statement” the documented procedure to perform the task as reasonably and practicably safe,	CR
“national building regulations” means the regulations made in terms of section 17(1) of the NBR and BS Act, 1997 (Act No 103 of 1997).	
“principle contractor” an employer who performs construction work appointed in writing by the Client or his appointed Agent,	CR
“professional engineer or professional certificated engineer” means any person holding registration as either a Professional Engineer or Professional certificated Engineer under the Engineering Professions Act, 2000,	CR
“provincial director” means the Provincial Director as defined in Section 1 of the General Administration Regulations under the Act,	CR
“risk assessment” a programme to determine any risks associated with a task and the to identify the steps to remove, reduce or control such hazard,	CR
“SABS – 0085” the code of practice – “Design, erection, use and inspection of Access Scaffolding”,	CR
“SABS – 0400” the code of practice for the application of National Building Regulations,	CR
“SABS EN 1808 and SABS 1903” the code of practice entitled “safety requirements on suspended access equipment design calculations, stability criteria, construction – tests”,	CR
“The Act” means the Occupational Health and Safety Act 1993 (Act No 85 of 1993),	CR
“construction Vehicle” a vehicle used for means of conveyance for transporting persons or material or both as the case may be, both on and off the construction site for the purpose of performing construction work,	CR
“excavation” means any man – made cavity, trench, pit or depression formed by cutting, digging or scooping,	CR

“fall prevention equipment” means equipment used to prevent persons from falling from an elevated position, CR

“roof apex height” means the dimensional height in meters measured from the lowest ground level abutting any part of a building to the highest point of the roof, CR

“scaffold” means any temporary elevated platform and supporting structure used for providing access to and supporting workmen or material or both, CR

“structure” any building, steel or reinforced concrete structure, railway line, or siding, bridge, waterworks, reservoir or pipeline, cable, sewer, sewage works, fixed vessel, road, drainage works, earthworks, dam, wall, mast, tower, tower crane, batching plant, pylon, surface and underground tanks, earth retaining structures or any structure designed to preserve or alter any natural feature, and any other similar structure;

(b) any formwork, false work, scaffold or other structure designed or used to provide support or means of access during construction work; or

(c) any fixed plant in respect of work, which includes the installation, commissioning, decommissioning or dismantling and where any such work involves a risk to persons falling 2 metres or more. C R

6.

Statutory Obligations

Description

6.1. Basic Conditions of Employment Act

The relevant sections are to be complied with special attention to at least the following –

Working hours,

Conditions of employment and Remuneration,

Termination of employment,

Employment of child labour prohibited.

Legislation
BCE

6.2. Compensation for Occupational Injuries and Diseases Act 1993 (Act No 130 of 1993)

The Act provides for compensation for health conditions, death, diseases and or injuries that arises out of and in the course of an employee’s duties.

All employers-Principle contractor and Contractors must register with a compensation insurer – either COIDA or FEMA.

They must be in good standing – have proof of having paid their current assessment - in the form of either a receipt of payment or a letter of good standing from their compensation insurer prior to commencing work on the project with a copy on Site.

COIDA

6.3. Occupational Health and Safety Act 1993 (Act No. 85 of 1993)

The OH&SA is the primary law regulating occupational health and safety matters.

The Act is a framework Act that provides for the development of detailed rules and standards through regulation.

As a framework, the Act prescribes that -

(a). the employer must provide and maintain a safe and healthy working environment for his employees and any person, who may enter onto the premises,

(b). the duties of employers to their employees, employees to their employer and suppliers to the employer and ©. the “reasonable man” approach by the employer in decisions concerning occupational health and safety, (f). the management, application and enforcement of the Act and regulations are the responsibility of the employer i.e. be he the appointed agent where applicable, Project Managers, each principle contractor and contractor.

(g). each principle contractor and contractor shall have a copy of the Act which must be available on site at all times. Employees are to be allowed reasonable access to the Act during normal working hours.

OH&SA

NB Interpretation

Where there is any question as to the interpretation of any legislation and an agreement cannot be reached the matter is to be escalated from contractor to Principle contractor to the client.

Should the matter still not be resolved it needs to be referred to the Provincial Director – Department of Labour.

7.

Project Management

Description	By whom	Legislation
7.1. Notification of Construction Work.	Principle Contractor!	CR 3.1
7.2. Health and Safety Specification The Health and Safety Specification from the Client must be referred to when preparing this Health and Safety Plan.	Client to provide.	CR 4. (1)(a)
7.3. Health and Safety Plan This Health and Safety Plan reflect the procedure that will be implemented to ensure legal compliance during Construction Work.	Contractor	CR 5. (1)
7.4. Health and Safety File All documentation – minutes of health and safety committee meetings, risk identifications / assessments, legal compliance audits, induction and other training including service records of equipment and machinery etc must be included in the file	Contractor	CR 5. (7)
7.5. Agreement with Mandatory A written agreement will be entered into between the Client and the Agent, the Agent and each Contractor.	Client / Agent / Principle and Contractor	Act Sec 37(2)
7.6. Appointment of each Contractor by the Agent.		C R 5 (3) (b)
7.7. Organisation chart		
7.7.1. Assignment of Duties Mr _____ is assigned the duty of ensuring that the requirements of the Act and Regulations and this Health and Safety Plan are complied with during the Construction Work.	Contracts Manager	Act Sec 16(2)
7.7.2. Construction Supervisor Mr _____ is appoint, in writing a competent employee to supervise the day-to- day construction work on the project. The supervisor will manage and control all construction activities in the absence of the Sect 16(2) assignee.	Site Agent	CR 6. (1)
7.7.3. Sub-ordinate Construction Supervisor. Mr _____ is appointed to be in control of the project in the absence of the Site agent appointed in terms of Construction Regulation 6. 1. NB Under no circumstances may a contractor leave employees on the site unless there is a competent construction work supervisor present.		CR 6. (2)
7.7.4. Construction Safety Officer Mr _____ has been appointed a part – time construction safety officer for the duration of the project.	Part-time/Full-time	CR 6. (6)

7.7.5. Contractors

CR 5. (3)(b)

An up dated list of Contractors will be kept and maintained on Site.

Company:

Activity:

Address

Contact person:

Contact numbers: Telephone –
Cellular –

Facsimile –
Email:

Company:

Activity:

Address: P O Box

Contact person:

Contact numbers: Telephone -
Cellular -

Facsimile
Email:

Company:

Activity:

Address: P O Box

Contact person:

Contact numbers: Telephone -
Cellular –

Facsimile –
Email:

Company:

Activity:

Address: P O Box

Contact person:

Contact numbers: Telephone –
Cellular –

Facsimile –
Email

Company:

Activity:

Address: P O Box

Contact person:

Contact numbers: Telephone –
Cellular –

Facsimile -
Email:

Company:

Activity:

Address: P O Box

Contact person:

Contact numbers: Telephone -
Cellular –

Facsimile
Email:

Company:

Activity:

Address: P O Box

Contact person:

Contact numbers: Telephone –
Cellular –

Facsimile –
Email:

Company:

Activity:

Address: P O Box 1254 –

Contact person:

Contact numbers: Telephone –
Cellular –

Facsimile
Email:

Every contractor is responsible to ensure that his employees comply with the applicable legislation and this health and safety plan.

NB A section 37(2) Agreement with Mandatory must be entered into between the contractors and the principle contractor.

NB Contractor who contracts out construction work

Where a contractor contracts construction work out to another contractor he becomes the Principle Contractor and a section 37(2) agreement must be entered into.

7.7.6. Designation of the Health and Safety Representative / s

Act sect 18

Mr _____ is a designated health and safety representative.
He will perform his prescribed duties in his area of responsibility.

Act sect 18(1) (g)

7.7.7. Appointment as the Risk Assessor / Facilitator.

C R 7(1)

Mr _____ is appointed to identify and record the risks associated with tasks being or that will be performed. These assessments must be reviewed as and when necessary.

7.7.8. Scaffold Inspector: _____

C R 14(2)

Mr _____ is appointed for this project.
Scaffolds must be inspected as prescribed and the findings reflected in the register provided.

8.

Incident Management – Occupational Health and Safety

8.1. Incidents and or injuries

A policy of ZERO tolerance is the target for the project.

Every thing reasonable and practicable must be adopted and actively implemented to prevent any incident or injury.

Every possible danger or hazard must be identified, documented, analysed and the appropriate action to mitigate and or reduce them implemented.

The necessary training of employees must be identified and introduced.

TARGET - NO FATAL OR DISABLING INJURIES

Report to inspector regarding certain incidents

Sect 24

Each incident, which occurs at work or that, arises out of or in the course of his employment that could either result in the employee's death that he loses a limb or part of a limb, becomes unconscious or that he is unable to continue with his normal duties for a period of 14 days must be reported to the relevant Provincial Director of Labour.

8.1.1. no person shall without the permission of an inspector, in the event of an incident described in (1) above disturb the site –

NB Although incidents, which occur on a public road or that, are aviation related must be reported if it arose out of and in the course of the employee's employment.

Domestic incidents are excluded.

Definitions.

Accident

C O I D Def

Means an accident arising out of and in the course of an employee's employment and resulting in a personal injury, illness or the death of the employee.

Occupational disease

Means any disease contemplated in section 65(1) (a) or (b). NB It includes conditions resulting from exposure to items either used and or exposed to in work place.

Occupational injury

Means any personal injury sustained as a result of an accident.

Classifications.

Fatal - Where the employee dies.

Disabling - When an employee cannot continue to perform the duty he was employed for.

Lost time incident - When an employee does not return to perform the work he was employed for on the next normal working day.

Disabling Lost Time - When an employee sustains an injury on duty and does not return to perform the duties he was employed to do on the next normal working day.

Medical treatment incident - When an employee sustains an injury at work and requires medical – more than first aid treatment i.e. medical, surgical, hospital or skilled nursing services.

First Aid case - Where the wound is treated from the contents of a first aid box

Disabling Lost Time Injury Frequency Rate (DIFR) It is the number of disabling injuries, including a death multiplied by 1 million (1,000,000) divided by the total number of man-hours worked by all employees on the project for a specific month or the project to-date.

$$\text{DIFR} = \frac{\text{No of disabling lost time injuries} \times 1,000,000}{\text{Total man-hours work for the period under review}}$$

8.1.2. Reporting.

COIDA

An incident must be reported to the relevant Provincial Director and on the prescribed W.CL 2(E) document and within the prescribed time frame i.e. when the employer becomes aware of or the incident was reported to him.

8.1.3. Recording.

All incidents must be recorded on a document similar to the injury statistic form provided.

8.1.4. Investigation.

Sect 31

The severity of the injury will dictate whom and when the investigation must be conducted.

Where reasonable and practicable all incidents must be investigated prior to the end on the shift on which it occurred, reported to or his employer became aware thereof.

Fatal and serious injuries must be investigated before the end of the shift on which it occurred or as soon as reasonably practical after the occurrence.

A team consisting of the Principle Contractor, the construction safety officer and the health and safety representative in whose area the incident occurred must conduct the incident investigation.

Where an employee of a contractor is injured the contractor and the health and safety representative for the area in which it occurred will be part of the team.

The client or his agent may if they wish form part of the team.

A record of the proceeding including signed statements, the name of the person conducting the investigation and persons assisting team members must be kept. All photographs etc must also be kept in the health and safety file.

NB In the event of a fatal, or potentially fatal incident the relevant DoL and the nearest South African Police Services station must be contacted.

The scene of the incident may only be altered or disturbed with permission of an inspector or when it is necessary to rescue a person or lives in danger.

8.1.5. Analysis.

The statistics for the total project, each principle contractor and contractor must be analysed to ascertain if there is or if any trends are developing by the construction safety officer or a competent person appointed by the client, his agent, the principle contractor's and all contractors.

8.1.6. Statistics.

Comprehensive incident / injury statistics must be kept for the total project i.e. the Principle contractor and every contractor. The following information must be recorded and kept on the health and safety file of the principle contractor / s and the contractor / s.

The client or where applicable his appointed agent must ensure that the relevant statistics are collected, recorded, analysed and the appropriate action instituted.

Where a construction safety officer is appointed it will form part of his duties and responsibilities.

Statistics must be kept in the format, suggested which is attached to this document.

The following incidents must be recorded – Fatal, disabling lost time, days lost, medical and first aid cases and man-hours worked. Statistics for the month under review and for the project to-date must be kept either together on one or more documents.

NB The Compensation Commissioner still refers to and reports the Disabling Injury Frequency Rate (DIFR). It has been decided to use the same formula. Contractors may use 200,000 in the formula. However they need to multiply by 5 to reflect the COIDA statistic rate.

8.1.7. Occupational disease / conditions

These must be reported and recorded as prescribed.

COIDA

8.1.8. Medical certificate of fitness.

A medical certificate of fitness, valid for 1 year must be available on the premises at all times for employee working on or operating the following:

- i) working in an elevated position,
- i. suspended platform,
- ii. Cranes – mobile - tower
- iii. Construction vehicles.

R 8. (2)(b)
CR 15(12) (a)
CR 20(g)
CR21 (1) (d)(ii)
CR 7. (1)

During the process of task analyses and or risk assessment it is possible that other tasks may indicate that a medical certificate of fitness is necessary.

The prescribed conditions will apply as though it was legislated.

8.2. Health and Safety Committee

Sect 19(4)

8.2.1. Composition.

Sect 19

The duly nominated, elected and designated employees, as health and safety representatives will serve on a health and safety committee.

The Health and safety representatives will be required to attend the health and safety committee meetings.

The Client and his appointed Construction safety officer are ex-officio members.

8.2.2. Meetings.

Meetings will be held on the day, date, time and place as mutually agreed upon by the health and safety representatives and management. The frequency will also be determined by the aforementioned.

Where the Principle Contractor has established a Health and Safety Committee the designated Health and Safety Representative shall serve on the Committee and the formula applied.

8.3. Legal compliance audits

8.3.1. Audit schedule

The attached schedule or a similar one approved by the Client and or the Principle contractor must be used. The person conducting the assessment must report in writing any major deviations observed and where reasonable, practicable the corrective action recommended, the party responsible to take the action and a date by which such must be implemented.

8.3.2. Audit frequency.

An internal legal compliance audit will be conducted monthly.

CR 4. (1)

A legal compliance audit will be conducted by an external / independent auditor one (1) per month.

8.3.3. Analysis.

Each audit report must be tabled and discussed at the next relevant health and safety committee meeting. The chairman shall make any appropriate comments and or recommendations and sign the minutes.

The Client, Principle Agent must receive a copy of the minutes.

The audit of the contractors must be consolidated, analysed and submitted to the principle contractor and the client.

The findings will be documented, analyses and recommendations made.

Where necessary the client / agent will be consulted with to ascertain if additional resources and or finances are required.

The action agreed on i.e. the responsible man test - and the time scheduling must be implemented.

As the project progresses it may become necessary to increase the frequency of audits.

NB The construction safety office will assume and be appointed to perform these functions.

9. Log books and Registers.

9.1. First aid Equipment

GSR 3(3)

Mr _____ has been appointed the first aid attendant for the project.

The prescribed contents of a first aid box will be available on the project and will be under the control of the first aid attendant.

9.2. Fire fighting appliances,

Mr _____ is appointed to inspect at the prescribed interval and record his findings in the appropriate register.

CR 27 (g)

9.3. Access Scaffolding.

Mr _____ has been appointed to inspect access scaffolding as prescribed.

10. Risk Management

The prescribed risk identification, assessment and where necessary a method statement will be completed prior to coming on site where possible.

As and when additional information etc is received concerning new or additional tasks the necessary risk identification, assessment must be conducted and approval obtained.

Risks assessed that suggest a need for a change in design or other corrective action will be referred to the architect / designer or the client or his agent.

Employees must receive, and sign acknowledgment of having received appropriate training, that they understood the requirement and would apply the knowledge.

Mr _____ is appointed the competent person to conduct the risk assessment.

11. Education and Training

11.1. Induction Training

No person will work on this project, or enter or be allowed to remain on the premises unless they have received and acknowledged in writing that they have received, understood and accept the conditions detailed in the induction programme.

A comprehensive list of all induction training given must be kept in the health and safety files and reported on, to management at least monthly. Training sessions must be conducted at least weekly.

NB Occasional visitors, client, agent, architect etc must be re-inducted when significant progress has been made on the project – risk, potential risks become apparent.

11.2. Site-specific training.

Site-specific training requirements will be identified.

Where applicable a certificate on competency must be must be available – or a certified copy – on the site.

12. Evacuation procedure

12.1. The Clients or Principle Contractors evacuation procedure will be communicated to all employees.

12.2. All Company employees will report to their assembly point - the site office.

12.3. Definition of an emergency:

An emergency is a major occurrence such as a fire, bomb threat, chemical spillage, explosion, aircraft crash, or a natural disaster i.e. earthquake / cyclone, which could result in injury, loss of life, or extensive damage to property and the environment.

12.4. Alarm

An audible alarm will be sounded to warn employees of an emergency and also when the situation returns too normal.

12.5. Employee response to an alarm.

Stop working,

If you are using an electric or pneumatic tool switch it off place it on the ground and proceed to the assembly point.

Report to your Supervisor

12.6. Employee response to the all-clear signal.

Return to your working area and proceed with the task you were busy with prior to the evacuation.

Fire: _____	3 Short sharp blasts
--------------------	-----------------------------

Serious Incident : _____	Long – short – long blasts
---------------------------------	-----------------------------------

All clear : _____	5 seconds
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13. Environmental Management.

Pressure on natural resources, including land, has continuously increased, as the population increases and likewise, awareness of the need to lessen the negative impacts of development and construction on the environment will continue to increase.

Every effort must be made to use environmentally friendly paints and where possible water-based.

The containers once emptied must be disposed of at an approved disposal site or returned to the supplier.

14. Ergonomics

Ergonomics is “the study of work”. Ergonomics therefore is the Profession that studies and analyses people at work, the work systems, and how best they fit together.

Much of the work done on Construction Sites is by its very nature an ergonomic problem, because it requires physical work to be done above head height, and below waist level, aggravated by constructions materials being heavy and/or inconveniently sized and shaped, which presents further manual materials handling issues.

16 Health and Safety Communication

Minutes of all health and safety committee meetings shall after acceptance shall be displayed, strategically placed on a site notice board.

Where appropriate Newspaper clipping may be used during “tool box” talks and induction training. Any change in company policy or legislation the may affect employees must be communicated to employees as soon as is reasonable and practicable.

17. Safe work procedures.

A programme of safe work procedures is the be embarked on starting with those identified during the risk identification and assessment. Where reasonable and practicable steps have been taken and elements of risk still remain a procedure needs to be developed.

The employees required to perform them must receive adequate training. Proof of training must be kept and be available on the premises.

All procedures need to be documented.

18. Personal Protective Clothing and equipment.

PPE may only be issued only after all reasonable and practicable steps have been taken to remove or reduce the hazard and or potential hazards. Act sec 8(2)
GSR 2(2)

All items issued must be maintained in good working order i.e. serviced and repaired as and when necessary. Items must be issued free of charge and for the personal use of the employee.

The employee shall sign acknowledgement of receipt of the items that he will use it, them as prescribed and that he has received the necessary training in the use and care of the items.

The principle contractor and contractor must take all reasonable steps to ensure that PPE issued is used, worn and maintained as described. GSR 2(6)

19. Project / Site Security.

19.1. Barricading and maintenance

Adequate and suitable solid barricading must be erect and maintained to prevent unauthorised entry as well as to control access onto and off the site.

Suitable information signs must be strategically positioned.

They will include but not be limited to the following – No unauthorised entry, all visitors must report to the Site office, personal protective clothing / equipment must be worn etc. NB Project / Site management are responsible for all activities taking place on the premises, and people who enter onto or who are allowed to remain on the site.

19.2. Access control

The Client is responsible for the access to and egress from the construction area.

20. Implementation costs.

The cost of implementation should include but are not limited to the following-

20.1. Administration

Project registration,

Occupational health and safety plan and file,

All assignments, appointments and designation,

Risk identifications and assessments and Logbooks and registers,

Health and safety committee meetings and minutes.

20.2. Training and Education

Induction training and badges,

First aid,

Health and safety representatives

Others - specify,

20.3. Legal compliance audits and reports.

Monthly or as required by the client.

20.4. Personal Protective Equipment and Clothing.

20.5. Other.

Site-specific requirements are to be specified.

Conclusion

This Health and Safety Plan has been developed and after negotiation with the Agent accepted. This approved plan will be made available to each Contractor prior to their commencing construction work on the project.

We the undersigned do hereby acknowledge receipt of, understand and accept the contents of this Health and Safety Plan.

Client

_____	_____	_____	_____
Name	Signature	Designation	Date

Principle Contractor

_____	_____	_____	_____
Name	Signature	Designation	Date

Principle Contractor

_____	_____	_____	_____
Name	Signature	Designation	Date

“PREVIEW COPY ONLY”