

SECTION FIFTEEN - CONSTRUCTORS: INTERPRETATION GUIDE

HOW IT APPLIES

“Constructor” means a person who contracts for work on a project or who undertakes work on a project himself or herself. A Constructor may include companies operating as: a general contractor, contractor, project manager, or developers.

A “Safety Plan” provides a blue print or check list to ensure that appropriate controls exist to ensure against loss and also ensure compliance with OH&S legislation. The role of a constructor is to communicate, co-ordinate and control information and activities that may impact on a successful project. Contents may vary from project to project; however the following elements should be contained in all safety plans.

****The level of detail of the safety plan should reflect the level of risk of the work being performed by the sub-contractor. Consideration should also be given to the length of the project.***

QUESTION 15.1

The constructor’s sub-contractor policy statement must be in writing and signed by the highest local authority such as an owner or regional manager and should outline the company’s requirements when hiring a sub-contractor.

QUESTION 15.2

The sub-contractor policy includes management’s commitment to only hiring COR or WCB safety certified companies to ensure the sub-contractor has developed a loss prevention program that meets established requirements and OH&S legislation.

QUESTION 15.3

The constructor must have a system in place to ensure that their sub-contractors have performed a site specific hazard assessment and that all applicable controls are in place. The hazard assessment should also include communication to all applicable employees of the hazards and controls.

QUESTION 15.4

The constructor must have a system to monitor and evaluate the required training all workers at the site. The sub-contractors safety plan should include a signed declaration that all sub-contractors employees on site have the required training to safely perform their job and as required by OH&S legislation.

QUESTION 15.5

The constructor must have a system in place to ensure inspections are being completed and any safety concerns are communicated to all workers at the site. The constructor should conduct inspections for the whole site and each sub-contractor may conduct inspections in their area of responsibility, as per policy. Statements such as “conducted regularly” are not acceptable.

QUESTION 15.6

The constructor with the greatest degree of control over matters at the site is primarily responsible for the formation of the project committee/election of a safety representative.

**If you have five or more, but less than 20 persons on your worksite, you are required to have a project safety representative specifically for the site.*

**If you have 20 or more persons regularly employed on your worksite, you are required to have a project JOHS committee.*

Specific requirements and operation of a project safety representative and project JOHS committee are detailed in the OH&S Act.

QUESTION 15.7

Site orientation for sub-contractors should be conducted at the start of any project or anytime before a new sub-contractor starts work on the site. Site orientation should include PPE requirements and applicable emergency procedures.

QUESTION 15.8

The constructor must have a system in place to ensure all applicable Material Safety Data sheets (MSDS) are current and available. The safety plan should include a list of all controlled substances the sub-contractor uses and a signed statement that copies of the applicable MSDS will be available.

QUESTION 15.9

The constructor should have an effective system in place to ensure all site tool box meetings occur as per policy. The constructor may hold site toolbox meetings for all sub-contractors or each sub-contractor may hold their own toolbox meetings.

QUESTION 15.10

Site orientation for sub-contractors should include reporting procedures in the case of an incident / accident. Consideration should be given to DOLAE contact and the name and contact information for the manager of the project. The reporting of near misses should also be included.

ADDENDUM - CONSTRUCTORS

SECTION FIFTEEN - CONSTRUCTORS					
CONSTRUCTORS	Possible Score	Documentation	Observation	Interview	Your Score
15.1 Is there a sub-contractor policy in place?	2				
15.2 Are all sub-contractors COR or WCB safety certified?	2				
15.3 Has the sub-contractor submitted a safety plan for the project including: a site specific hazard assessment or comprehensive hazard assessment?	0-4				
15.4 Has the sub contractor submitted a safety plan for the project that includes a signed declaration that all employees on site have required training and that it is adequate to safely perform their job?	2				
15.5 Are inspections of the site being performed as per policy?	4				
15.6 Is there a project JOHS committee/project safety rep in place?	0-4				
15.7 Have all sub-contractors received a site orientation including PPE requirements and applicable emergency procedures?	0-3				
15.8 Has all Material Safety Data sheets been obtained and made available for controlled products on site?	2				
15.9 Are site tool box meetings occurring as per policy?	0-3				
15.10 Are all personnel on site aware of incident/accident reporting requirements?	0-3				
	Total Possible Score (Deduct any non-applicable)	29	Your score this section		
Please carry this score to the summary sheet. (REAR)					

