

CONTRACTOR HEALTH AND SAFETY PLAN

Company name:	
Client name:	
Site/Work Location:	
Description of the Work	

	Name	Signature	Date
Plan Prepared By:			
Plan Approved By:			

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CONTRACTOR HEALTH AND SAFETY PLAN

1 Contractors Health And Safety Policy/Statement

(Insert Contractors health & safety policy statement)

2 Schedule of Appointed Responsible Persons

Appointments i.t.o. OHSAct

Section	Appointment Description	Details of Appointed Persons	
		Name	Qualification/Experience
16 (2)	Assignment of duties by CEO		
37(2)	Employer/Mandatory agreement		
17	Health & Safety Representative		

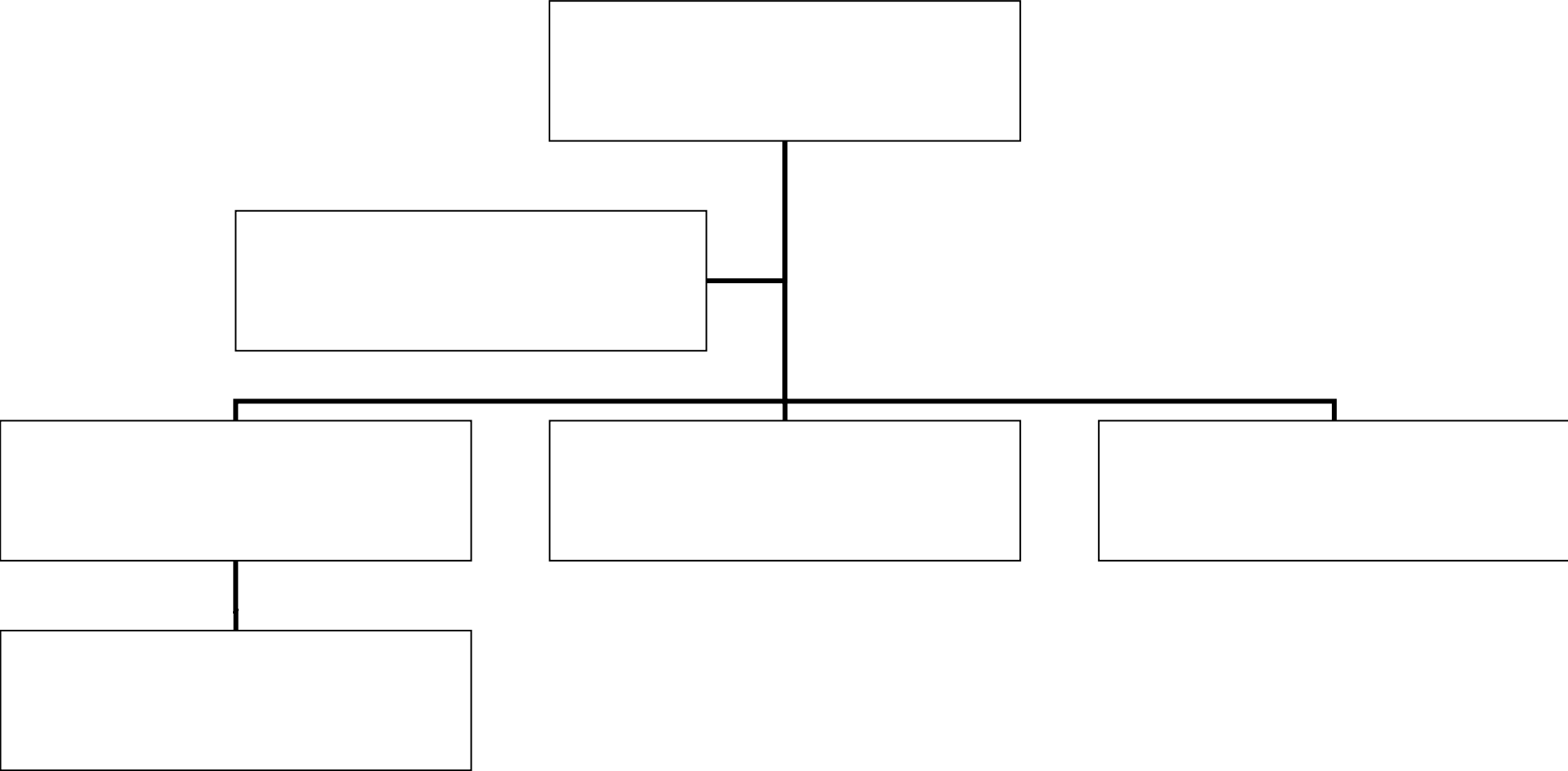
Appointments i.t.o. Construction Regulations

Section	Appointment Description	Details of Appointed Persons	
		Name	Qualification/Experience
6 (1)	Construction supervisor		
6 (2)	Assistant construction supervisor		
6 (6)	Construction site health and safety officer		
7 (1)	Risk assessor		
8 (1) (a)	Fall protection plan developer		
10 (a)	Formwork & support work supervisor		
11 (1)	Excavation work supervisor		
12 (1)	Demolition work supervisor		
14 (2)	Scaffolding supervisor		
15 (1)	Suspended platform supervisor		
17 (1)	Material hoist inspector		
18 (1)	Batch plant supervisor		
19 (2) (g) (i)	Explosive powered tool issuer		
21 (1) (j)	Construction vehicles & mobile plant inspector		
22 (e)	Temporary electrical installation controller		
26 (a)	Stacking and storage supervisor		
27 (h)	Fire extinguisher inspector		

Appointments i.t.o. General Machinery Regulations (GMR)

Section	Appointment Description	Details of Appointed Persons	
		Name	Qualification/Experience
2 (1)	Supervisor of Machinery		

3 Construction Management and Supervision Organisational Chart



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4 Construction Risk Assessment

Risk assessment leader:

Risk assessment team members:

Date of risk assessment:

Severity Index

Probability		Impact	
A	Common	1	Fatality or permanent disability
B	Has happened	2	Major injury
C	Could happen	3	Average lost time injury
D	Not likely	4	Minor injury
E	Practically impossible	5	Medical treatment only or less

PI Index	Probability					
	A	B	C	D	E	
Impact	1	1	2	4	7	11
	2	3	5	8	12	16
	3	6	9	13	17	20
	4	10	14	18	21	23
	5	15	19	22	24	25

1 - 6	HIGH
7 - 15	MEDIUM
16 - 25	LOW

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<u>Construction Risk Assessment</u>						
Risk No.	Description of Risk	Probability	Impact	PI Index	Control Measures/Procedures/Methods to Manage the Risk	
					Description	Resp
1.					.	
2.					.	
3.					.	
4.					.	
5.					.	

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5 Fall Protection Plan

<u>Elevated Work Risk Assessment</u>						
Risk No.	Description of Risk	Probability	Impact	PI Index	Control Measures/Procedures/Methods to Manage the Risk	
					Description	Resp
1					.	
2					.	
3					.	
4					.	

	Measures/Procedures/Requirements	Resp
<u>Physical & Psychological Fitness</u> of Workmen Working At Height	<ul style="list-style-type: none"> Describe the measures to be taken/procedures to be followed to ensure that the workmen performing work at elevated heights are physically & psychologically fit to perform the work: 	
<u>Training</u> Requirements for Workmen Working at Height	<ul style="list-style-type: none"> Define the training requirements/programme for workmen who will be working at elevated heights. 	
<u>Fall protection equipment</u> - Inspection testing & maintenance.	<ul style="list-style-type: none"> List & describe the procedures/methods/requirements for ensuring that the fall protection equipment is safe to use. 	

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6 **Hazardous Work/Activities - Method Statements**

HWA No.	Description of Hazardous Work Activity	Method To be Followed/Used to Safely Carry Out the Hazardous Activity	Work Method Specified by	Responsible Person
1		.		
2		.		
3		.		

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7 Personal Protective Equipment Requirements

Protective Equipment Description		Work Required to Be Used For
	Overall	
	Contamination Suit Pants	
	Contamination Suit Top	
	Dust Coat	
	Apron	
	Hard Hat	
	Gum Boots	
	Safety Shoes	
	Gloves	
	Safety Goggles	
	Face Shield	
	Welding Hood	
	Self Contained Respirator	
	Respirator	
	Dust Mask	
	Hearing Protection	
	Safety Harness & Life Line	
	Thermal Suit	
	Thermal Jacket	
	Jersey	
	Other	

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8 Measures to Control the Condition and Use of Tools and Equipment

Item	Description of Tools/Equipment	Measures & Procedures To Ensure Safe Condition & Use of Tool/Equipment	Responsible Person
1	Portable electric tools	<ul style="list-style-type: none"> • Weekly inspection of all portable electrical tools by competent person (artisan or supervisor). • Tools found to be unsafe tagged “do no use” and withdrawn from the worksite until repaired. • Details of all portable electrical tool inspections and repairs are to be recorded in a register kept on site. All register entries to be signed and dated by the person performing the inspection. • All portable electrical tools to be removed from the work area and stored in suitable tool boxes overnight. • Only persons who have been trained to use the particular portable electrical tool shall be allowed to use it. 	
2	Ladders	<ul style="list-style-type: none"> • Weekly inspection of all ladders by competent person (artisan or supervisor). • Ladders found to be unsafe tagged “do no use” and withdrawn from service until repaired. • Details of all ladder inspections and repairs recorded in a register kept on site. All register entries signed and dated by the person performing the inspection. • Ladders removed from the work area and stored in suitable tool boxes overnight. • All ladders to be secured during use. 	
3	Lifting Tackle		
4	FLT		
5	Crane/Lifting Machine		
6	Other (specify)		

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9 Construction Site Fire Prevention and Control Measures

SCHEDULE OF INFLAMMABLE SUBSTANCES TO BE STORED & USED AT THE WORK SITE						
Item	Name of Inflammable Substance	Expected Max. Qty. on Site	MSDS	To Be Used For	Details of Control & Safety Measures To Be Taken During Storage & Use of the Inflammable Substance	Responsible Person
1	·		Yes/no	·	·	
2	·		Yes/no	·	·	

SCHEDULE OF HOT WORK TO BE PERFORMED					
Item	Hot Work To Be Performed	Location of the Hot Work	Combustible Materials in the Vicinity of the Hot work	Measures & Procedures To Prevent a Fire Starting and to Handle a Fire Should One Start	Responsible Person
1	·	·	·	·	
2	·	·	·	·	

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10 Control & Safety Measures For Hazardous Chemical Substances

SCHEDULE OF HAZARDOUS CHEMICAL SUBSTANCES						
HCS No.	Name of HCS	Expected Max. Qty. on Site	MSDS	To Be Used For	Details of Control & Safety Measures To Be Taken During Storage & Use of the HCS on Site	Responsible Person
HCS 1			Yes/no	.	.	
HCS 2			Yes/no	.	.	

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11 Environmental Protection Measures












SCHEDULE OF WASTE MATERIALS & EFFLUENTS						
Waste No.	Description of Waste/Effluent Generated on the Site	Expected Quantity of Waste/Effluent	Waste/Effluent Disposal Method & Procedures	Final Disposal Location	Safe disposal certificate required	Name, address & contact details of company & persons responsible for disposal
1			.		Yes/no	
2			.		Yes/no	
3			.		Yes/no	

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12 First Aid Arrangements

Name(s) of first aiders on the work site	
Number of and location of first aid boxes	
Details of other first aid/emergency medical arrangements made	

13 Construction Site Signage

	Description of Signage	Location Required
	MV1 – Eye Protection shall be worn	
	MV2 – Respiratory protection shall be worn	
	MV3 – Head protection shall be worn	
	MV4 – Hearing Protection shall be worn	
	MV5 – Hand protection shall be worn	
	MV7 – Foot protection against crushing shall be worn	
	MV8 – Safety harness & lifelines shall be worn	
	PV3 – Thoroughfare of Pedestrians Prohibited	
	PV6 – Proceeding beyond this point prohibited	
	WW1 – General Warning of Danger	
	WW8 – Warning of Suspended Loads Hazard	
	WW14 – Warning of Workers Overhead	
-	Other – (specify)	