

مركز أبوظبي للصحة المهنية
ABU DHABI OCCUPATIONAL SAFETY AND HEALTH CENTER

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Abu Dhabi Occupational Safety and Health System Framework

(OSHAD-SF)

Code of Practice

CoP 53.1 – OSH Construction Management Plan

Version 3.1

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ABU DHABI PUBLIC
HEALTH CENTRE

مركز أبوظبي
للصحة العامة



Important Note:

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1. Introduction

- (a) This Code of Practice (CoP) applies to all employers within the Emirate of Abu Dhabi. This CoP is designed to incorporate requirements set by OSHAD and Sector Regulatory Authorities in the Emirate of Abu Dhabi.
- (b) This CoP establishes the minimum requirements and standards for the development and implementation of an OSH Construction Management Plan (OSH-CMP). The development and implementation of an OSH-CMP helps to ensure that construction projects consider all OSH hazards and aspects, in accordance with the requirements of all applicable legislation within the emirate of Abu Dhabi, in particular those outlined in the *OSHAD-SF*.
- (c) The OSH-CMP is a site-specific plan developed to ensure that appropriate OSH management practices are developed, implemented and monitored during the construction phase of a project.
- (d) Principal Contractor (PC) when used in this CoP refers to the main contractor overseeing and responsible for activities undertaken on the site within the Building and Construction Sector. Refer to *OSHAD-SF – Mechanism 9.0 – Notification of Principal Contractor for Construction Work*.

1.1 Objectives

- (a) Based on the risk or complexity of the project, the Building and Construction SRA shall decide what level of detail is required in the OSH-CMP for the project. The client will be informed of the submission requirements at the time of applying for the building permit.
- (b) The objectives of the OSH 'Construction Management' plan are as follows:
 - (i) implement practical effect the commitment to OSH and set the initial framework for the Safety and Health Management System;
 - (ii) ensure maximum flexibility in meeting requirements whilst complying with the relevant standards of the OSHAD-SF Requirements;
 - (iii) ensure a systematic approach to management of Safety and Health;
 - (iv) manage risk associated with the construction activities;
 - (v) establish training programs for all staff and operatives appropriate to task, role and the project requirements;
 - (vi) provide a structure to ensure that Safety and Health issues are effectively managed in a consistent and integrated manner;
 - (vii) ensure appropriate control and co-ordination of all parties to the construction phase of the project with regard to Safety and Health;
 - (viii) generate a culture where everyone, irrespective of their position, understands that they have a part to play in ensuring that incidents and ill health are prevented and that impact on the environment is minimized; and
 - (ix) ensure a safe workplace for all those who work on the project.

1.2 Submission and Approval

- (a) The client will be informed, at the time of applying for a building permit with the relevant municipality, the level of OSH-CMP that is required for the project.
- (b) The level of the plan required will be based upon the risk and complexity of the project.
- (c) The client will be informed at the time of application, the submission requirements and relevant timescales for review and approval.

1.3 OSH-CMP Content and Recommended Format

- (a) The content of an OSH-CMP shall vary by project, as the size and scope of a construction project varies. Table 1 (Section 3.1) below indicates which elements are required for all projects (Sections 1-4) and which are only required if the relevant hazard / impact is present through the construction activities.
- (b) Sections 1-4 shall be included in all OSH-CMP's as they outline the project specific management systems and control measures that shall be required for every project. Section 5 identifies some of the more common hazards or impacts that may be present on projects. This list is not intended to be exhaustive and it is the responsibility of the PC who is developing or submitting the OSH-CMP to ensure that all hazards and impacts are identified and appropriate control measures are included and developed.

2. Training and Competency

- (a) Employers shall ensure that OSH training complies with the requirements of:
- (i) *OSHAD-SF – Element 5 – Training, Awareness and Competency;*
 - (ii) *OSHAD-SF – Mechanism 7.0 – OSH Professional Entity Registration; and*
 - (iii) *OSHAD-SF – Mechanism 8.0 – OSH Practitioner Registration.*
- (b) Employers shall ensure employees and other persons required to implement the requirements of this CoP, or those who have a direct role in the management, supervision or monitoring of the requirements of this CoP are trained and competent to fully understand the requirements.
- (c) The requirements for specific training needs within the project are discussed within Table 1, Section 4.6.
- (d) Employers shall maintain a record of the required training that contains the following information:
- (i) name and ID number;
 - (ii) Emirates ID number;
 - (iii) subject(s) of training;
 - (iv) training provider;
 - (v) date(s) of training; and
 - (vi) person(s) providing the training.

3. Requirements

- (a) Section 3.1 1 below outlines the minimum requirements that must be included in all OSH-CMP's that are developed and submitted to the SRA for approval.
- (b) The table provides information on the project specific requirements that shall be included within the plan.
- (c) Where an entity has an approved OSH MS under decree 42 of 2009, reference can be made to their approved OSH MS to avoid duplication within the OSH-CMP.
- (d) The table also provides information on the *OSHAD-SF* compliance requirements. The Principal Contractor shall ensure that the plan meets all relevant requirements as described within the *OSHAD-SF*.
- (e) It is the responsibility of the Principal Contractor to ensure that all legal requirements, including local and federal requirements are met when developing the OSH-CMP.
- (f) Guidance and forms are provided within the annexures of this document. These are for guidance purposes only and it is the responsibility of the Principal Contractor to ensure they meet the requirements. *OSHAD-SF* forms are available for free download at www.oshad.ae.

3.1 OSH-CMP Content

No.	Topic	OSH-CMP Project Specific Requirements	OSHAD-SF Compliance Reference
Section One – Project Details			
1.1	Project Details	<p>This section shall include, at a minimum:</p> <ul style="list-style-type: none"> • name/title of the project or industry; • client's name, and contact information. • consultant's name, contact information, and Qudorat Registration Number; • name and contact information for other members of the design team; • approved PC name and contact information; • name and contact information for other sub-contractors; and • other relevant personnel and contact details. 	N/A
Section Two – Document Control			
2.1	Document Control	<ul style="list-style-type: none"> • The initial issue date of the OSH-CMP; • A record of ongoing issue; • A mechanism to record subsequent changes; • A mechanism to record the persons who have been briefed on the plan and confirmation of their understanding; and • Distribution list. 	OSHAD-SF-Element 9

No.	Topic	OSH-CMP Project Specific Requirements		OSHAD-SF Compliance Reference
Section Three – Project Description				
3.1	Project Description	Location	<ul style="list-style-type: none"> This section shall include a general description of the location and environment at the project site and surrounding area. It shall also provide maps that show the geographic location of the project area and surroundings. Maps shall include all necessary information, such as key, scale, north arrow, legend, location of sensitive receptors, and distance to sensitive receptors. 	
3.2		Scope	<ul style="list-style-type: none"> This section shall include a discussion of the objectives and scope of the construction project. For example, if activities will be conducted in separate phases, and the OSH-CMP is being submitted only for one particular phase of the development, then this section shall describe those activities to be addressed by this specific plan. 	
3.3		Project Schedules and Milestones	<ul style="list-style-type: none"> This Section shall include an anticipated schedule for the project, including a proposed completion date for construction and the main anticipated milestones. If the construction phase includes different phases or stages, a proposed schedule for each phase within the overall project must be provided. It shall also include the hours when construction activities will take place outside typical work hours and any restrictions that may be in place. It shall also include anticipated manpower requirements, linked to the phasing of the project. 	

No.	Topic	OSH-CMP Project Specific Requirements		OSHAD-SF Compliance Reference
Section Four – Project OSH Management				
The OSH Management section of the OSH-CMP shall include information regarding the overall OSH management of the project, specific to the issues identified below. Each section shall include as a minimum a site specific policy/procedure on how the issues are going to be managed and controlled.				
4.1	OSH Policy and Management	<ul style="list-style-type: none"> • Shall include a commitment towards continual improvement. • Demonstrates how senior management will lead by example. • Contains commitment to comply with applicable legislation. • Signed by senior management. 		OSHAD-SF-Element 1
4.2	Roles and Responsibilities	<ul style="list-style-type: none"> • This section shall include the roles and responsibilities of personnel identified within the project organogram. • Each role identified shall have defined responsibilities and accountabilities with regards to OSH. 		OSHAD-SF - Element 01
4.3	OSH Legal Requirements	General	<ul style="list-style-type: none"> • This section shall detail the legal requirements to be adhered to and shall include the following information: <ul style="list-style-type: none"> ○ a listing of the applicable OSH regulations with which the proponent will comply; this list shall include Federal, Emirate and International Standards and/or Agreements; and ○ a listing of any applicable OSH Standards, such as ambient noise levels, air quality or water quality. The OSH-CMP shall also clearly define the Standards. 	OSHAD-SF - Element 3
		Regulatory Authorities / Agencies	<ul style="list-style-type: none"> • This section shall identify each regulatory agencies and their role that have an interest in the project and how that interaction will be managed. 	

No.	Topic	OSH-CMP Project Specific Requirements		OSHAD-SF Compliance Reference
		Interested Parties	<ul style="list-style-type: none"> • This section shall identify: <ul style="list-style-type: none"> ○ all other interested parties relevant to the project. These could include other projects / facilities nearby that the construction activity may impact upon or residential areas; and ○ each interested party and also the nature of the interest and how this will be managed. 	<p><i>OSHAD-SF - Element 7</i></p> <p><i>OSHAD-SF - Element 3</i></p>
4.4	Management of Contractors	Selection and Appointment	<ul style="list-style-type: none"> • This section shall identify the procedures that will be utilized to ensure a systematic approach to the selection and appointment of contractors onto the project. • This section shall identify the key roles and responsibilities for the selection and appointment of contractors. The procedure shall ensure that all contractors have been reviewed with regards to their competency to complete the roles they are being appointed to undertake and have appropriate resources, both in terms of financial and personnel to competently and safely deliver the task(s). The review shall include, but not limited to, OSH. 	<p><i>OSHAD-SF - Element 3</i></p>
		Ongoing Management	<ul style="list-style-type: none"> • This section shall include procedures for the ongoing management of contractors, including formal reviews of performance and reporting. • The procedures shall clearly define expectation and timelines for reporting. 	

No.	Topic	OSH-CMP Project Specific Requirements		OSHAD-SF Compliance Reference
4.5	OSH Risk Management	Risk Management Procedures	<ul style="list-style-type: none"> This section shall include the specific risk management procedures for the project. The procedures shall be specific to the project and include roles and responsibilities for all key stakeholders. The procedure shall define the methods that shall be used to identify hazards and impacts, how these shall be assessed and subsequently managed. The procedure shall also define the mechanisms for approval along with project specific levels of authority. The procedure shall also include mechanisms to ensure that no activities can be undertaken without prior approval from relevant stakeholders, of the specific risk assessment(s) and method statement(s). 	OSHAD-SF - Element 2
		Project Risk Register	<ul style="list-style-type: none"> This section shall ensure that an overall project risk and impact management plan is developed that incorporates all foreseeable hazards and impacts for the project, including those that are generated through the activities of sub-contractors or other persons on the project. The Risk and Aspects Register shall include reference to method statements that are developed as part of the control measures to reduce the risk or impact. Information on the specific control measures that are to be implemented for any activity that has been defined as medium or high risk / impact following the completion of a robust risk assessment shall be included within this document. 	OSHAD-SF - Element 7

No.	Topic	OSH-CMP Project Specific Requirements		OSHAD-SF Compliance Reference
		Sub-Contractor Risk Assessments and Method Statements – Review and Approval Process	<ul style="list-style-type: none"> The PC shall also ensure that a review and approval procedure is in place for risk assessments and method statements developed by sub-contractors or other parties involved on the project. 	
		Design Risk – Identification and Control	<ul style="list-style-type: none"> A procedure is required to monitor the stages of design to ensure that OSH is considered during the process. The procedure shall include control measures and mechanisms to demonstrate that OSH has been considered. The plan shall include ongoing mechanisms that will monitor the design and risk management procedures. The PC shall ensure that a robust coordination and communication procedure is in place to manage any changes to the design during the construction phase. The PC shall ensure that any hazards applicable to the construction or end use of the building, related to design are communicated and raised to the client / lead designer. 	<p><i>OSHAD-SF - Element 2</i></p> <p><i>OSHAD-SF - Element 7</i></p> <p><i>OSHAD-SF – CoP 20.0</i></p> <p><i>OSHAD-SF – CoP 53.0</i></p>

No.	Topic	OSH-CMP Project Specific Requirements		OSHAD-SF Compliance Reference
4.6	Training and Awareness	Project Specific Training and Awareness	<ul style="list-style-type: none"> • This section shall include information on what the project specific training and awareness requirements are. These shall include all general requirements for each individual role, including induction and life safety training, along with any specific training that the role may require, such as harness training for work at height. Included within the plan will be information on; <ul style="list-style-type: none"> ○ a description of the OSH awareness and training program for personnel, contractors, and subcontractors needed to comply with control measures contained within the OSH-CMP; ○ identification of training needs, including general knowledge of the OSH-CMP and activity-specific needs for different activities (eg, the handling of hazardous waste, working at height, operation of certain equipment); ○ identification of the methods that shall be used to disseminate the information required and what the frequencies shall be; and ○ established procedures for maintaining records of all training to be performed, including the name of the person trained, the date of training, the name of the trainer, and a description of the training content. 	OSHAD-SF – Element 5

No.	Topic	OSH-CMP Project Specific Requirements	OSHA-SF Compliance Reference
		<p>Induction Training</p> <ul style="list-style-type: none"> • This section shall include a specific section on the induction program for the project. The information shall include, but not limited to; <ul style="list-style-type: none"> ○ information that shall be included within the induction training; ○ procedures for ensuring that all persons that enter the site receive induction training, including visitors, contractors and office based staff; ○ procedures for updating the induction program; and ○ refresher training and intervals. 	
		<p>Toolbox Talks</p> <ul style="list-style-type: none"> • This section shall include specific information on the development and delivery of toolbox talks throughout the lifecycle of the project. Toolbox talks shall be delivered to all employees at least once per week and shall be subject specific to the project. They shall also include information relevant to the works ongoing at the time. The procedure shall also include mechanisms for the recording of attendance at toolbox talks. • The toolbox talks shall be delivered by persons competent and shall be in a language appropriate to the workforce. 	
4.7	OSH Incidents	<p>Investigation Procedures</p> <ul style="list-style-type: none"> • This section shall include procedures to ensure that all incidents and incidents are investigated by competent persons and appropriate remedial actions identified. The procedures shall include the monitoring and review of all incident and incident reports from sub-contractors or other parties involved on the project. 	<p>OSHA D-SF – Mechanism 11.0</p>

No.	Topic	OSH-CMP Project Specific Requirements		OSHAD-SF Compliance Reference
		Incident Reporting	<ul style="list-style-type: none"> This section shall include project specific OSH incident notification and reporting procedures, including timescales (internal and external) and responsibilities. These shall also incorporate external reporting to any relevant authorities. It shall also include specific internal procedures to ensure that all OSH incidents are reported and fully investigated. 	
		Hazard and Near Miss Reporting	<ul style="list-style-type: none"> This section shall include a procedure that requires all employees to report hazards and near misses on the project. 	
4.8	Consultation and Communication	Employee / Workforce Involvement	<ul style="list-style-type: none"> This section shall identify how the workforce will be fully involved in the management of OSH, ensuring that the views of the workforce are considered and incorporated where appropriate. Employees shall be allowed to communicate their views and complaints within the project OSH Committee Meeting. 	OSHAD-SF – Element 4
		OSH Meetings	<ul style="list-style-type: none"> This section shall include information on what OSH meetings will be held during the project lifecycle, including; <ul style="list-style-type: none"> a list of all planned OSH meetings; planned attendees; frequency; Terms of Reference; and suggested agenda(s). 	

No.	Topic	OSH-CMP Project Specific Requirements		OSHAD-SF Compliance Reference
		Internal & External Communications	<ul style="list-style-type: none"> • This section shall identify how internal and external communications shall be managed on the project including; <ul style="list-style-type: none"> ○ internal communication at various levels and functions of the entity; ○ communication with contractors and other visitors to the workplace; and ○ receiving, documenting and responding to external communication sources. 	
		Consultation	<ul style="list-style-type: none"> • This section shall identify how consultation with all relevant parties will be managed and controlled, including activities such as; <ul style="list-style-type: none"> ○ participation and consultation activities (eg. OSH Committee); ○ appropriate involvement in hazard identification, risk assessment and determination of controls; ○ appropriate involvement in incident investigation; ○ involvement in the development and review of OSH policies and objectives; ○ consultation in changes that affect OSH (including Contractors); and ○ employee representation on OSH matters. • A procedure to receive and address complaints from external parties. 	

No.	Topic	OSH-CMP Project Specific Requirements	OSHAD-SF Compliance Reference
		Site OSH Notice Board	<ul style="list-style-type: none"> • The PC shall set up and maintain safety notice boards at appropriate, prominent locations. These notice boards shall be located in positions that are clearly visible to the Contractor's employees and anyone entering the work place. Safety signs shall be selected that describe the appropriate hazards and relevant emergency contact information and shall be in Arabic, English, and the other most common languages of the workforce. All persons shall be made fully aware of the safety signs and the emergency contact information, prior to commencing work on site. • A nominated person shall maintain the Main OSH Site notice boards that shall contain as a minimum: <ul style="list-style-type: none"> ○ Construction License (within 1 year); ○ Form H – Notification of the PC; ○ Project Directory; ○ OSH Policy Statements; ○ Incident Reporting Procedure; ○ Action in the event of Major Incident Notice; ○ Site emergency and evacuation Plan; ○ Visitors Notice; ○ Site Rules; and ○ Lost Time Injury Rate (as per OSHAD-SF)

No.	Topic	OSH-CMP Project Specific Requirements		OSHAD-SF Compliance Reference
4.9	Monitoring, Inspection and Auditing	General	<ul style="list-style-type: none"> • This section shall include, but not be limited to, information regarding the monitoring and auditing of OSH performance, as well as information on reporting requirements, OSH checklists, and monitoring review, as discussed below. 	OSHAD-SF – Element 8
		Internal Audit and Inspection	<ul style="list-style-type: none"> • This section shall detail what the specific internal audit and inspection procedures are for the project (including contractors) and how these will be implemented. The procedure shall include as a minimum; <ul style="list-style-type: none"> ○ types of audits and inspections; ○ roles and responsibilities; and ○ frequencies. 	
		Non Conformance and Corrective Action	<ul style="list-style-type: none"> • The procedure shall include, but not be limited to: <ul style="list-style-type: none"> ○ identifies responsible personnel for the review of monitoring audits and compliance inspections; and ○ establishes procedures, including timelines, for responding to non-compliance findings from these audits and inspections; 	

No.	Topic	OSH-CMP Project Specific Requirements	OSHAD-SF Compliance Reference
		OSH Monitoring Requirements	<ul style="list-style-type: none"> • This section shall include information about monitoring requirements for OSH performance. Including as a minimum the following: <ul style="list-style-type: none"> ○ discuss how identified hazards and impacts will be monitored, including the indicators to be measured, the methods to be used, the sampling locations, frequency of measurements, detection limits, the thresholds that trigger corrective actions, and the party who will conduct monitoring; ○ provide procedures that indicate corrective actions for non-compliance with monitoring targets, specifying notification requirements to responsible personnel and the time frames for notification and for corrective actions to be performed; ○ identify the frequency and content of monitoring reports for internal use and those required to be submitted to relevant authorities for review; and ○ ensure that the monitoring activities and reports comply with all relevant authorities' guidelines including health surveillance. <p style="text-align: right;"><i>OSHAD-SF – Element 7</i></p>

No.	Topic	OSH-CMP Project Specific Requirements		OSHAD-SF Compliance Reference
		OSH Reporting Requirements	<ul style="list-style-type: none"> • The OSH-CMP shall outline procedures for reporting requirements, including the frequency and content of required reports, such as the following: <ul style="list-style-type: none"> ○ Pre-operation compliance reports; ○ Incident reports; ○ Periodic or annual performance reports; ○ Auditing reports; ○ Non-compliance reports; ○ Corrective action reports; ○ Complaints management reports; and ○ Any special reports required by government agencies. 	OSHAD-SF – Element 7
4.10	OSH-CMP Review and Update	<ul style="list-style-type: none"> • This section shall establish procedures for the periodic review of the OSH-CMP to ensure that the plan’s contents are correct and that it is being appropriately implemented. • These reviews will ensure that, shall conditions arise that alter the plan’s contents or requirements — the OSH-CMP remains updated to reflect these changes. This shall include, but not limited to: <ul style="list-style-type: none"> ○ demonstrate how the proponent intends to keep the OSH-CMP as a “live” document, capable of modification during the project’s life cycle and as circumstances dictate; ○ indicate who will regularly review, update, and develop the OSH-CMP as construction progresses; and ○ outline procedures for the periodic review of the OSH-CMP to ensure that its contents are correct and that it is being appropriately implemented. 		OSHAD-SF – Element 9

No.	Topic	OSH-CMP Project Specific Requirements	OSHAD-SF Compliance Reference
4.11	OSH File	<ul style="list-style-type: none"> • An OSH file shall be developed for the project and shall be handed over to the client upon practical completion of the project. • The OSH file may form part of the Operation and Maintenance (O&M) manuals developed for the project. • The OSH file shall be developed in line with the project phasing and shall be reviewed on a continual basis by a competent person. The minimum contents for the OSH File shall include; <ul style="list-style-type: none"> ○ a brief description of the work carried out; ○ residual hazards and how they have been dealt with; ○ project directory listing all key parties involved in the project; ○ key structural principles incorporated in the design of the structure (for example bracing, sources of substantial stored energy – including pre or post tensioned members) and safe working loads for floors and roofs; ○ any hazards associated with the materials used; ○ information regarding the removal or dismantling of installed plant and equipment; ○ OSH information about equipment provided for cleaning or maintaining the structure; ○ the nature, location and markings of significant services, including fire-fighting services; and ○ information and as-built drawings of the structure, its plant and equipment. 	

No.	Topic	OSH-CMP Project Specific Requirements	OSHAD-SF Compliance Reference
Section – Five – Project Specific Information			
<p>As part of the OSH-CMP the plan shall include procedures for managing and mitigating risk, which may include, but not be limited to, the elements described in the following subsections. The plan shall thoroughly address site-specific control measures for the applicable OSH components. Note that it is not sufficient to solely provide a list of reasonably practicable control measures that will be used at the contractor's or subcontractor's discretion; the OSH-CMP must include control measures that will be performed and that can be audited to determine their effectiveness.</p>			
5.1	Site Security Plan and Access Control	<ul style="list-style-type: none"> • This section shall define what the security risks for the project are and how these will be controlled and managed. As a minimum the plan shall discuss; <ul style="list-style-type: none"> ○ control of the boundary of the project; ○ access and egress points; ○ crowd control; ○ security checks; ○ visitor control; and ○ shift work and control of night work. 	
5.2	Project Permit to Work Procedures	<ul style="list-style-type: none"> • This section shall detail what arrangements the PC shall implement to control the issue and management of internal permits and authorizations. • The PC shall ensure that one permit and authorization procedure is implemented for the entire project and all other parties adhere to this requirement. 	OSHAD-SF – CoP 21.0

No.	Topic	OSH-CMP Project Specific Requirements	OSHAD-SF Compliance Reference
5.3	Traffic Management Plan	<ul style="list-style-type: none"> • The Traffic Control Plan shall outline control measures to minimize the impacts on local traffic from the construction activities. • Discuss the control measures to minimize traffic disturbances and associated impacts from noise. • Identify access roads for construction vehicles and safety control measures used for pedestrian access and crossings. • Describe the procedures for public notification of any anticipated traffic-related concerns, such as street closings. • Discuss how traffic will be managed within the project, ensuring; <ul style="list-style-type: none"> ○ one way traffic systems are implemented as far as reasonably practicable; ○ reversing is prohibited unless under competent supervision; ○ loading and drop off areas are clearly defined and manageable; ○ appropriate access is available at all time for emergency access; ○ ongoing review in line with the project phasing; ○ project parking and control; ○ delivery timings and applicable restrictions; ○ vehicle maintenance and wash-down; and ○ segregation of pedestrians and traffic. 	<p>OSHAD-SF – CoP 25.0</p> <p>OSHAD-SF – CoP 44.0</p> <p>OSHAD-SF – CoP 53.0</p>
5.4	Material Storage Plan	<ul style="list-style-type: none"> • This section shall define how the materials required for the project will be stored within the project premise and shall account for the phasing of the project. • If materials are to be stored on floor slab(s) the floor loadings must be calculated and displayed. • The plan shall also consider the need to access the materials, in line with the project phasing. 	OSHAD-SF – CoP 44.0
5.5	Identification and Management of Asbestos and other Hazardous Materials / Substances	<ul style="list-style-type: none"> • This section of the plan shall detail the procedures in place to identify Asbestos Containing Materials (ACMs) and other hazardous materials/substances and hazardous waste materials that may be present. 	OSHAD-SF – CoP 1.1
5.6	Site Safety Rules	<ul style="list-style-type: none"> • The PC shall develop and control a minimum set of site safety rules that shall be followed by all persons entering the site. These shall be displayed at the entrance to the site and at locations across the project. 	

No.	Topic	OSH-CMP Project Specific Requirements	OSHAD-SF Compliance Reference
5.7	Emergency Management Plan (Including First Aid)	<ul style="list-style-type: none"> The PC shall develop procedure to manage any emergency situations that may arise on the project. The plan shall include information on the identification of emergencies. The procedures shall also include the provision of first aid and medical facilities on the project. Emergency procedure shall include firefighting arrangement, assembly points, as well as notification & reporting procedure to management & local authorities 	<p>OSHAD-SF – CoP 4.0</p> <p>OSHAD-SF – Element 6</p>
5.8	Manual Handling Operations	<ul style="list-style-type: none"> This section shall define the arrangements that will be implemented to control any hazards and risks that arise from manual handling operations within the project. All persons that are engaged on the project shall receive manual handling training that is specific to their role and undertakings. The training shall be refreshed on a regular basis. 	OSHAD-SF – CoP 14.0
5.9	Working at Height	<ul style="list-style-type: none"> This section shall identify what the arrangements are for controlling work at height. 	OSHAD-SF – CoP 23.0
5.10	Fixed and Temporary Electrical Installations	<ul style="list-style-type: none"> The section shall include information on how the PC will control fixed and temporary electrical Installations. PC shall arrange all temporary installations with 110 volts power supply. For other devices which require high voltage PC shall prepare procedures including permit to work requirements and certified competent personnel 	OSHAD-SF – CoP 15.0
5.11	Personal Protective Equipment	<ul style="list-style-type: none"> The PC shall implement mechanisms to ensure that all persons who enter the site, including office employees and visitors have basic PPE. The PC shall develop a procedure to manage all PPE requirements for the project and shall ensure that all sub-contractors or other parties including the project team adhere to this procedure. 	OSHAD-SF – CoP 2.0
5.12	Plant and Equipment	<ul style="list-style-type: none"> This section shall define the arrangements that the PC will implement to control all Plant and Equipment that is to be used on the project. Plant and equipment shall also include portable power tools and hand tools. This shall also include shared plant and equipment. 	<p>OSHAD-SF – CoP 35.0</p> <p>OSHAD-SF – CoP 36.0</p> <p>OSHAD-SF – CoP 47.0</p> <p>OSHAD-SF – CoP 51.0</p>

No.	Topic	OSH-CMP Project Specific Requirements	OSHAD-SF Compliance Reference
5.13	Housekeeping Arrangements	<ul style="list-style-type: none"> This section shall include information on how the PC shall ensure appropriate housekeeping standards on the project. This shall include, where relevant, information on the separation of waste and appropriate storage. Information shall be included on the number of operatives that will be allocated to housekeeping duties. 	OSHAD-SF – CoP 8.0
5.14	Lifting Equipment and Lifting Operations	<ul style="list-style-type: none"> This section shall include information on how the PC will control lifting operations and lifting equipment on the project. This will include ensuring any independent testing and certification is in place prior to lifting being undertaken. The procedure shall include mechanisms for the review and approval of lifting plans prior to any lifts being undertaken. 	OSHAD-SF – CoP 34.0
5.15	Welfare and Site Accommodation	<ul style="list-style-type: none"> This section shall include information on how the PC will control and manage all site welfare and accommodation. 	OSHAD-SF – CoP 18.0
	Existing Structures / Structural Issues	<ul style="list-style-type: none"> This section shall highlight what, if any, the impact of the works will be on any existing structure or any structural issues and how this will be controlled. 	
5.16	Scaffolds and Ladders	<ul style="list-style-type: none"> This section shall include information on how the PC shall ensure the safe erection, use, maintenance of all scaffold and ladders on the project. 	OSHAD-SF – CoP 22.0 OSHAD-SF – CoP 37.0
5.17	Cantilevers and Platforms	<ul style="list-style-type: none"> These sections shall identify the procedures that will be implemented to ensure safety, in line with the applicable regulatory requirements. 	
5.18	Formworks and Structures		OSHAD-SF – CoP 40.0
5.19	Roofs		OSHAD-SF – CoP 23.0
5.20	Excavations and Trenches		OSHAD-SF – CoP 29.0
5.21	Confined Spaces		OSHAD-SF – CoP 27.0
5.22	Demolition and Decommissioning		OSHAD-SF – CoP 53.0
5.23	Piling		OSHAD-SF – CoP 46.0
5.24	Electrical and Gas Welding		OSHAD-SF – CoP 21.0

No.	Topic	OSH-CMP Project Specific Requirements	OSHAD-SF Compliance Reference
5.25	Gas Cutting	<ul style="list-style-type: none"> These sections shall identify the procedures that will be implemented to ensure safety, in line with the applicable regulatory requirements 	OSHAD-SF – CoP 28.0
5.26	Working over or Adjacent to Water		OSHAD-SF – CoP 49.0
5.27	Mobile Equipment		OSHAD-SF – CoP 31.0
5.28	Portable Tools		OSHAD-SF – CoP 36.0
5.29	Falling Objects		OSHAD-SF – CoP 35.0
5.30	Slips Trips and Falls		OSHAD-SF – CoP 36.0
5.31	Animals and Reptiles		OSHAD-SF – CoP 22.0
5.32	Workplace Bullying and Violence		OSHAD-SF – CoP 23.0
5.33	Impacts / Hazards from Adjacent Activities	<ul style="list-style-type: none"> This section of the plan shall detail any impacts that may arise from activities on or adjacent to the site during construction. These activities may include; <ul style="list-style-type: none"> partial occupation / use of the building / facility during construction; nearby schools / playgrounds; retail malls / shops; use of hazardous materials nearby; other construction activities; and surrounding land use. 	OSHAD-SF – Element 2
5.34	Temporary Works	<ul style="list-style-type: none"> The PC is responsible for the safe construction and use of all Temporary Works conducted on all projects they control, regardless of whether they are carried out by a contractor. Temporary Works must: <ul style="list-style-type: none"> be designed and the design must be checked; the physical works must be inspected to demonstrate compliance with the design; all checks and inspections must be recorded in writing and be demonstrable; and all changes must be referred to the designer and checker. 	OSHAD-SF – Element 2 OSHAD-SF – CoP 43.0 OSHAD-SF – CoP 20.0

No.	Topic	OSH-CMP Project Specific Requirements		OSHAD-SF Compliance Reference
5.35	Existing Services	<ul style="list-style-type: none"> The PC must allow for making all enquiries, giving all notices, locating, protecting, upholding and maintaining all existing live mains and services under or over the site including providing all necessary temporary support and diversions. 		OSHAD-SF – CoP 39.0
5.36	Services Coordination	<ul style="list-style-type: none"> This section of the plan shall set out the arrangements that will be implemented to ensure safety when working on, or adjacent to, live services. These arrangements may be issued as a procedure / site instruction or included as an appendix and referenced herein. 		OSHAD-SF – CoP 39.0
5.37	Occupational Health Arrangements	Noise and Vibration	<ul style="list-style-type: none"> This section shall outline control measures to minimize the impacts on local noise levels and vibrations from the construction activities and shall accomplish the following: <ul style="list-style-type: none"> identify the appropriate noise suppression or abatement control measures required to ensure that ambient noise level concentrations do not exceed established limits for both employees on site and for nearby receptors; identify any restrictions – eg. working hours where noisy works cannot be undertaken; discuss the control measures that will be employed to minimize vibration and the procedures that will be used to notify potentially impacted receptors about these operations; and where applicable, personal vibration hazards shall be considered. 	OSHAD-SF – CoP 3.0 OSHAD-SF – CoP 3.1
		Temperature and Heat Stress	<ul style="list-style-type: none"> This section shall identify the arrangements to manage heat stress and working in high temperatures. 	OSHAD-SF – CoP 11.0
		Radiation (Ionizing and Non-ionizing Radiation)	<ul style="list-style-type: none"> This section shall identify how the PC shall identify all sources and what control measures shall be implemented. 	OSHAD-SF – CoP 1.0
		Lighting and Ventilation	<ul style="list-style-type: none"> This section shall identify the procedures that will be implemented to ensure safety, in line with the applicable regulatory requirements. 	OSHAD-SF – CoP 8.0

No.	Topic	OSH-CMP Project Specific Requirements		OSHAD-SF Compliance Reference
		Biological Agents	<ul style="list-style-type: none"> This section shall identify how the PC shall identify all sources and what control measures shall be implemented. 	OSHAD-SF – CoP 1.0
		Pest(s)	<ul style="list-style-type: none"> This section shall identify the procedures that will be implemented to ensure safety, in line with the applicable regulatory requirements. 	OSHAD-SF – CoP 8.0
		Health Surveillance and Management Plan	<ul style="list-style-type: none"> This section shall detail any site specific health surveillance programs that are to be developed for the project. These plans shall be above the normal medical procedures that are required for all projects and shall be in response to specific health hazards on the project. 	OSHAD-SF – CoP 5.0 OSHAD-SF – CoP 9.0
5.38	Waste / emission Arrangements	Waste Management Plans	<ul style="list-style-type: none"> The PC shall develop plans to ensure all projects waste are managed and disposed of correctly, including: <ul style="list-style-type: none"> Segregation, minimization, reuse and recycling; solid waste management; liquid waste (effluent) management; hazardous waste management; and use of approved Service Providers. 	OSHAD-SF – CoP 54.0
		Air Pollution Protection	<ul style="list-style-type: none"> Dust emissions / suppression program. Air emissions. 	

4. Document Amendment Record

Version	Revision Date	Description of Amendment	Page/s Affected
3.0	1 st July 2016	Change of Logo	All
		Change from AD EHS Center to OSHAD	throughout
		Change of document title: AD EHSMS RF to OSHAD-SF	Throughout
		Acknowledgements deleted	2/3
		Preface Deleted	4
		EHS changes to OSH	Throughout
		Appendix 1-4 deleted	N/A
3.1	27 th May 2018	Clause 3.1 – section 5.7 OSHAD-SF Compliance reference updated	24

