

SECTION 190

OCCUPATIONAL HEALTH AND SAFETY

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190.01 GENERAL

- .1 The following requirements apply to all contracts awarded by the Department of Transportation and Infrastructure for maintenance, operations, upgrades, support services, or construction related to the transportation network assets including but not limited to roads, bridges, airports, marine assets, and similar.
- .2 All work is to be performed in accordance with the requirements of the Newfoundland and Labrador Occupational Health and Safety Act and Regulations as amended, the Department of Transportation and Infrastructure's Contractor Safety Management Program and any specified Contract requirements.
- .3 The Contractor shall comply with and enforce compliance by employees, subcontractors, suppliers and visitors with all safety requirements of the Contract Documents, applicable federal, provincial, territorial and local statutes, regulations, and ordinances, and with the Project Site Specific Safety Plan.
- .4 The Contractor is responsible for all work coordination at the project site, safety oversight, and must maintain full ownership and control of safety within the project area at all times. The Contractor will be delegated and shall assume the duties of the Principle Contractor for the work area(s). As such, the Contractor shall ensure co-ordination of work schedules and tasks, and communication thereof for the purpose of ensuring health and safety on the worksite(s).

- .5 The Department shall perform project due diligence, site visits, safety monitoring activities, make suggestions or recommendations for improvement, and/or request changes in how work is performed. Notwithstanding, the Contractor has full responsibility, authority, and accountability for safely performing all work on the project site(s) and/or under the project. The Department solely relies on the Contractor to know how to safely perform all Work including making appropriate decisions on Department recommendations or requests.
- .6 Subsequent to awarding of the tender and at least 10 (ten) working days prior to commencement of work, and prior to the pre-start Health and Safety meeting, the Contractor must submit to the Owner's Representative a detailed Site Specific Safety Plan (SSSP). **See Section 190.2.**
- .7 Review of the Project Site Specific Safety Plan and other submitted documents by the Owner's Representative shall only be viewed as acknowledgment that the Contractor has submitted the required documentation under this specification. The Owner's Representative makes no representation and provides no warranty for the accuracy, completeness and legislative compliance of the Project Site Specific Safety Plan and other submitted documents by this acceptance. Responsibility for errors and omissions in the Project Site Specific Safety Plan and other submitted documents is not relieved by acceptance by the Owner's Representative.
- .8 For projects exceeding thirty (30) days or more, the Contractor shall, prior to the commencement of work, notify in writing the Department of Digital Government and Service NL, Occupational Health and Safety Division. **See Section 190.3.9.**

190.02 PROJECT SITE SPECIFIC SAFETY PLAN (SSSP)

190.02.01 PROJECT SITE SPECIFIC SAFETY PLAN REQUIREMENTS

The Contractor shall:

- .1 Prepare and complete all work in accordance with a detailed Project Site Specific Safety Plan (SSSP) specific to each project and specific project location conditions. The plan shall identify, evaluate and control job specific hazards through a detailed hazard assessment of the tendered project outlining phases of the project and hazards/controls associated with specific work, equipment, locations and tasks associated with the work conducted during each phase of the project. The plan shall also ensure adequate policies, procedures and safe work practices are in place to manage hazards identified in the hazard assessment that cannot be addressed through engineering controls. Furthermore, it is the responsibility of the Contractor to submit only one SSSP that incorporates all relevant portions of their subcontractors' safety documentation.
- .2 Provide a copy of the Project SSSP to the Owner's Representative.

190.02.02 PROJECT SITE SPECIFIC SAFETY PLAN CONTENTS

The Contractor is responsible to determine the appropriate safety actions, plans, and information for the Project SSSP.

Notwithstanding, the written SSSP shall incorporate the following minimum information:

- .1 An organizational structure, in the form of an organizational chart with contact information of the key positions, which shall establish the specific chain of command and specify the overall responsibilities of Contractors' employees at the work site. The chart shall also include relevant information for all subcontractors.
- .2 Identification of the designated qualified work coordinator(s) (i.e. Supervisor, Contractor Safety Representative) as per Section 21 of the OHS Regulations.
- .3 A comprehensive work plan which shall:
 - .1 Outline the phases of the Project and the required tasks, equipment, positions, resources and objectives for each phase, including all subcontracted work.
 - .2 Conduct a detailed hazard assessment of each project phase, including all subcontracted work, taking into consideration the objectives, tasks, equipment, positions, resources, training, etc.
 - .3 Identify the controls required for all identified hazards and project phases that may include engineering controls, policies, procedures, equipment, safe work practices, training and communication with staff, etc.
 - .4 Establish personnel requirements for implementing the plan and controls, and establish site-specific training and notification requirements and schedules.
- .4 General safety rules for the Project.
- .5 A Project training matrix (tabular or spreadsheet format) identifying all necessary training by occupation for the scope of the contract as per the Contractor's health and safety training plan. **Refer to Section 190.3.6.**
- .6 A personal protective equipment (PPE) Program. **Refer to Section 190.4.5.**
- .7 A traffic control plan. **Refer to Section 190.4.6.**
- .8 A fall protection plan, if necessary. **Refer to Section 190.4.7.**
- .9 A dust suppression management program, if necessary.
- .10 A hearing conservation program in accordance with Part VI, Section 68 of the OHS Regulations.
- .11 An assessment of all possible risks of violence for the project and corresponding control measures. Considerations should include location and circumstances of the site, previous history of incidents and or possible triggers.

- .12 A visitor safety and orientation policy that will include education on hazards, required PPE to be worn by visitors and accompaniment by staff while on site. This program shall also take into consideration the safety of the general public that may come in contact with the work site and appropriate measures for notification and safety.
- .13 As part of the SSSP the Contractor shall provide a vehicle inspection matrix (tabular or spreadsheet format) showing required inspection type and date of most recent inspection for all powered mobile equipment (including light vehicles) that will be used in fulfilling the terms of the contract, including rented and the subcontractor's equipment. Upon request, the Contractor shall provide to the Owner's Representative, individual inspection forms that at a minimum state that the equipment is in a safe operating condition and is signed by a qualified journey person mechanic.
- .14 The SSSP shall include an acceptable parking plan for all powered mobile equipment (including light vehicles) to be used on the Project. The plan shall address both daytime parking requirements to reduce congestion in the work area, nighttime parking considerations, and overall impacts on the public (i.e., visibility/sightlines, impeding traffic flow, etc.). At a minimum, the plan shall be based on a hazard assessment that considers factors such as equipment type, potential for roll over, load capacity of the parking area, pedestrian and vehicular traffic, and potential for equipment tampering, equipment energy, and equipment contact with power lines.
- .15 The SSSP shall include a site specific emergency response plan for the job site and ensure that supervisors and workers are trained in the emergency response plan. The emergency response plan shall address, as a minimum:
 - .1 Emergency recognition and evaluation (identification of each potential type of emergency and evaluation of requirements for response).
 - .2 Pre-emergency planning (included the assessment of controls to reduce the likelihood of such an emergency if possible).
 - .3 Personnel roles, lines of authority and communication (include a communication list of all emergency services in the immediate and surrounding areas).
 - .4 Required communication equipment including landlines, mobile phones, radios, satellite phones, and/or other equipment needed to ensure appropriate emergency communications in the area of the Project.
 - .5 Safe distances and places of refuge.
 - .6 Site security and control.
 - .7 Evacuation routes and procedures.
 - .8 Decontamination procedures which are not covered by the Project SSSP.
 - .9 Emergency medical treatment and first aid.

- .10 Emergency alarm, notification and response procedures including procedures for reporting incidents to local, provincial and federal government departments.
- .11 PPE and emergency equipment.
- .12 Procedures for handling emergency incidents.
- .13 Procedures and protocol for working alone and/or remote working.
- .14 Site specific emergency response training requirements and emergency response drills shall be identified along with written rescue plan for high risk emergencies (i.e. fall rescue, confined space entry, etc.).
- .15 The emergency response procedures shall be tested regularly and the results documented. The frequency at which all aspects of the emergency response plan will be rehearsed must be stated.
- .16 Provide adequate first aid facilities for the job site and ensure that a minimum number of workers are trained in first aid in accordance with the OHS First Aid Regulations.
- .17 Provide requirements and permits for isolated campsite locations such as coordinates, fire suppression systems, alarms, camp monitoring, nuisance wildlife, drinking water provisions, etc.
- .18 Depending on the specifics of the contract, the SSSP may require other programs and documents to meet health and safety provisions as required in the OHS Act and Regulations. See **Sections 190.4 and 190.5** for examples of potential additional requirements.

190.03 SAFETY MONITORING

190.03.01 CONTRACTOR ROLES AND RESPONSIBILITIES

The Contractor shall:

- .1 Ensure that their organization is staffed appropriately to ensure completion of project tasks and all necessary safety related duties and responsibilities.
- .2 Ensure co-ordination of work schedules and tasks, and communication thereof for the purpose of ensuring health and safety on the worksite(s).
- .3 Develop a Project SSSP, as indicated above, that thoroughly assesses the health and safety hazards of each project phase, including all subcontracted work.
- .4 Implement all requirements of the Project SSSP. The Contractor shall take all necessary measures to immediately implement any engineering controls, administrative controls, personal protective equipment required or termination of work procedures to ensure compliance with the SSSP and the OHS Act and Regulations. All measures should be immediately communicated to staff.
- .5 The Contractor shall comply with and enforce compliance by employees, subcontractors, suppliers and visitors with all safety requirements of the Contract

Documents, applicable federal, provincial, territorial and local statutes, regulations, and ordinances, and with the Project SSSP.

- .6 Periodically review and modify the SSSP as required including but not limited to when a new hazard is identified during completion of work or when an error or omission is identified in any part of the SSSP.
- .7 Support/permit periodic inspections of the Contractor's work by the Owner's Representative and/ or the Department of Transportation and Infrastructure Occupational Health and Safety team to maintain compliance with the SSSP. Inspections may include visual inspections of the site and documentation, as well as testing and sampling as required.
- .8 Be responsible for any and all costs associated with delays as a result of the Contractor's failure to comply with the requirements outlined in **Section 190** or the OHS Act and Regulations.
- .9 Ensure that all workers receive necessary training as per the training matrix contained in the SSSP prior to the start of work. Maintain training records in a tabular format or spreadsheet for all employees on the project site and complete periodic reviews to ensure that necessary re-certifications are completed prior to expiration dates.
- .10 Ensure all equipment, vehicles, tools, or other devices necessary throughout the Project are suitable for the task and are inspected and maintained in accordance with the manufacturers' specifications and/or CSA standards adopted by the OHS Regulations.
- .11 Be responsible to ensure that site inspections have been completed at no less than 1 week intervals. These site inspections shall include risk assessments where the nature of the ongoing work or tasks associated with the work increase in risk or significantly change due to phases in the project or project progression.
- .12 Ensure that toolbox meetings are held with staff no less than once per week and shall include review of safety related information that is pertinent to the safety of employees.
- .13 Ensure that all toolbox meetings, site inspections, risk assessments, OHS Committee meetings and any OHS Directives or reports are documented and submitted with the Contractor's Monthly OHS Performance Report. **(Refer to forms appended to the end of Section 190).**
- .14 Review for completeness the hazard assessment results immediately prior to commencing work, when a new hazard is identified during completion of work or when an error or omission is identified.
- .15 Be solely responsible for investigating, evaluating and managing any report of actual or potential hazards.
- .16 Retain copies of all completed hazard assessments at the project site and provide a copy to the Owner's Representative. Copies of any hazard

assessments not included in the original SSSP must be submitted immediately to the Owner's Representative and noted on the Contractor's Monthly OHS Performance Report.

- .17 Promote the employees' right to work in a respectful, harassment-free, and psychologically healthy and safe work environment. Assist the Owner's Representative to investigate incidents of workplace violence or harassment carried out against a TI employee by Contractor or Subcontractor employees.

190.03.02 SUPERVISION

190.03.02.01 The Contractor shall:

- .1 Develop an organizational structure that establishes a specific chain of command and overall responsibilities of all employees at the work site.
- .2 Assign a sufficient number of supervisory personnel to the work site and ensure that all work is performed under the direct supervision of competent persons.
- .3 Ensure that any person assigned to supervisory duties on site shall not conduct significant work in relation to the contract that inhibits them from the ability to properly supervise the work site.
- .4 Ensure the site supervisor(s) have complete understanding, working knowledge and familiarity with the Project SSSP, applicable codes and standards as well as the OHS Act and Regulations.
- .5 Ensure the site supervisor(s) fully implements, enforces, and monitors the SSSP.
- .6 Prior to the start of work, ensure that the site supervisor(s) have the training, knowledge, and understanding in:
 - .1 Project tasks and construction activities.
 - .2 Hazard recognition evaluation and control.
 - .3 Development and implementation of safe work practices and procedures.
 - .4 Accident incident investigations and reporting.
 - .5 Workplace violence and harassment prevention.
 - .6 Equipment maintenance and inspections required for preventive safety.
 - .7 Care and maintenance of PPE to be used on site.
 - .8 Standard First Aid training certified by WorkplaceNL.
 - .9 WHMIS 2015.
 - .10 Other certifications may be required depending on the work tasks associated with a specific contract to ensure that adequate controls are in place to mitigate the risks to workers, and to abide by all applicable legislation, codes and standards. This may include, but is not limited to:
 - i. Traffic Control Person (level I and II) training certified by WorkplaceNL.
 - ii. Power Line Hazards training certified by WorkplaceNL.

- iii. Fall Protection training certified by WorkplaceNL.
 - iv. Confined Space Entry training certified by WorkplaceNL.
 - v. Rescue and emergency response.
 - vi. Trenching and excavation.
 - vii. Scaffolding.
 - viii. Rigging and slinging.
 - ix. Transportation of Dangerous Goods.
 - x. Other training as specified by the Department.
- .7 Assign a dedicated on-site safety representative to assist the Site Supervisor during the completion of high-risk activities. This person shall have training, knowledge, and understanding regarding the activity(s) being completed. High-risk activities may include, but are not limited to:
- .1 Heavy lift operations which includes items greater than 1000 kg or which may need an engineered lift plan due to other identified risk factors.
 - .2 Lift operations that occur closer than 10 m of energized power lines or close proximity to moving traffic, public and residential areas, or other sensitive locations.
 - .3 When greater than 3 employers are working in close proximity at the same time. Close proximity execution means any time the operations of each employer are close enough to directly influence or add risk to another employer.
 - .4 Working within or near highly populated residential areas when there is an appreciable ongoing risk to the public that needs continual safety oversight.
 - .5 When a complex traffic control plan is needed in high volume areas.
 - .6 Work involving confined space entry.
 - .7 Working with or near toxic and hazardous substances.
 - .8 Any other high-risk activity identified through hazard/risk assessment by the Contractor or by the Department.

In such instances, the Contractor may request and the Department may agree that such dedicated safety representation is not needed if the Contractor demonstrates there are adequate safety controls in place to mitigate the risk.

190.03.02.02 The Site Supervisor(s) shall:

- .1 Be responsible for project safety by ensuring the work complies with all requirements of the SSSP and with the appropriate section(s) of OHS Act and Regulations, latest edition.
- .2 Prior to mobilization on site, hold a pre-start Health and Safety meeting with the Contractors, Subcontractors, and Owner's Representatives to review of the SSSP including all its contents.

- .3 Be responsible for the delivery and documentation of the site safety orientations and ensure that personnel who have not been oriented are not permitted to enter the site. This applies to all workers (Contractor, Subcontractor, and Department), and visitors. **Refer to Section 190.3.6.7.**
- .4 Advise of the health and safety hazards for the work site, provide written or verbal instructions of any precautions to be taken to protect everyone at the work site and ensure that the applicable personal protective equipment is used and worn on site at all times.
- .5 Review hazard assessment for completeness immediately prior to commencing work, when a new hazard is identified during completion of work, or when an error or omission is identified.
- .6 Address all safety concerns brought to their attention in a timely manner depending on the severity of the hazard.
- .7 Be responsible for the maintenance of a daily log of inspections, meetings, infractions and mitigating measures. The log is to be filed daily and copies provided to the Owner's Representative as requested.
- .8 Be responsible to log, investigate, track and follow-up on mitigations for all near misses, incidents and/or accidents.
- .9 Promote employees' right to work in a respectful, harassment-free, and psychologically healthy and safe work environment. Assist the Owner's Representative to investigate incidents of workplace violence or harassment carried out against a TI employee by Contractor or Subcontractor employees.
- .10 Ensure the correct traffic control signage plan is utilized on site and staff have been notified of the requirements. Ensure that road signage is inspected for accuracy and condition by a competent and trained person upon set-up, each morning prior to work, and at any point in which the signage requires change during the workday or life of the contract. A Traffic Control Signage log must be submitted with the Contractor's Monthly OHS Performance Report. **Refer to Section 190.4.6.**
- .11 If required for the project, coordinate with and support the efforts of the on-site safety representative.

190.03.03 PROJECT DEDICATED FULL TIME CONTRACTOR SAFETY REPRESENTATIVE (CSR)

The Department of Transportation and Infrastructure recognizes that, based on complexity, certain construction projects will need a higher level of diligence and focus on safety management and oversight. Providing such diligence by the Contractor may be accomplished by a dedicated safety resource to support the Contractor's Site Supervisor. For some projects the Department may elect to cover the additional costs of dedicated site support in the form of a full time Contractor Safety Representative (CSR) (formally

known as Contractor Safety Officer). A dedicated CSR means dedicated full time to the project and cannot be shared over multiple projects. As such, it will be identified in the Supplemental General Conditions and a cost line item will be included in the pricing table. Should it become evident after contract award that the CSR is only required on site part time, or where the duties can be performed by other members of the Contractor's site team, the bid price payments will be reduced/pro-rated accordingly.

For projects where the Department has not included for specific payment of a CSR, the Contractor will be expected to ensure the Contractor's organization is staffed appropriately to ensure completion of project tasks and all necessary safety related duties and responsibilities.

The CSR role is intended to provide expertise and dedicated site safety support to the Contractor's Site Supervisor(s). Under no situation does the requirement to have a CSR alleviate the safety responsibility of the Contractor or Site Supervisor(s). When specified for inclusion by the Department, the CSR is intended to be a focused role with formal training and knowledge in safety management. In this case, the Contractor shall ensure that a CSR is appointed, and has sufficient authority and resources to support the implementation and monitoring of the SSSP.

- .1 The CSR shall have:
 - .1 Formal training in OHS Management (degree, diploma, or certificate) combined with at least two (2) years of relevant experience, or
 - .2 A designation such as National Construction Safety Officer (NCSO), Construction Safety Officer (CSO), Canadian Registered Safety Technician (CRST), Canadian Registered Safety Professional (CRSP), or Certified Health and Safety Consultant (CHSC), or other similar designation.
- .2 Prior to the start of work, the CSR may also require additional certifications depending on the work tasks associated with a specific contract. This may include, but is not limited to:
 - .1 Traffic Control Person (level I and II) training certified by WorkplaceNL.
 - .2 Power Line Hazards training certified by WorkplaceNL.
 - .3 Standard First Aid training certified by WorkplaceNL.
 - .4 Fall Protection training certified by WorkplaceNL.
 - .5 Confined Space Entry training certified by WorkplaceNL.
 - .6 Rescue and emergency response.
 - .7 Trenching and excavation.
 - .8 Scaffolding.
 - .9 Rigging and slinging.

- .10 Transportation of Dangerous Goods.
- .11 WHMIS 2015.
- .12 Other training as specified by the Department.

190.03.04 HEALTH AND SAFETY COMMITTEE

The Contractor shall:

- .1 Establish a site Occupational Health and Safety Committee where ten or more workers are employed on the job site for greater than 30 days.
- .2 Committee members shall receive training from a WorkplaceNL recognized training provider.
- .3 Provide a copy of all committee minutes with the Contractor's Monthly OHS Performance Report.

190.03.05 REPORTING AND INVESTIGATION

The Contractor shall adhere to a documented incident, hazard, safety reporting, and investigation process. The system shall:

- .1 Ensure all hazards, near misses, incidents, accidents, injuries, equipment damage are recorded and properly investigated.
- .2 Rank actual and potential severity of observations and report all high potential near misses, accidents, and incidents immediately to the Owner's Representative and to the OHS Division of Digital Government and Service NL.
- .3 Advise the Owner's Representative and the OHS Division of Digital Government and Service NL verbally and in writing immediately of any incident that results in serious injury to a person or results in the death of a person; or had the reasonable potential to cause serious injury.
- .4 Provide a copy of all notifications made to the OHS Division of Digital Government and Service NL to Transportation and Infrastructure.
- .5 Where life safety risks or other high potential risks exists, the Contractor must stop work until such time as the risk can be mitigated to a safe level.
- .6 Make appropriate steps to ensure that the hazards are mitigated to a safe level, workers are notified of the hazards and how to protect themselves. Additionally, workers must be provided with any new safe work practices or information regarding mitigation of the risk.

190.03.06 INSTRUCTION AND TRAINING

- .1 Workers shall not participate in, or supervise, any activity on the work site until they have been trained to a level required by the job function and responsibility.
- .2 Contractors shall develop an OHS training program that reflects OHS Legislative requirements and specific safety hazards based on Project work.

- .3 Contractors must supply, as a component of the SSSP, a training matrix identifying all necessary training by occupation for the scope of the contract.
- .4 Training requirements will depend on the work tasks associated with a specific contract, however, as a minimum, shall include the following:
 - .1 Federal and/or Provincial Health and Safety Legislative requirements including roles and responsibilities of supervisors, workers and other person(s) responsible for implementing, monitoring and enforcing health and safety requirements.
 - .2 Instruction and training on the hazards associated with any work that workers will be performing and how to protect themselves and others. This will include a review of all safe work practices, the reporting and documentation of hazards, and the reporting of accidents and injuries.
 - .3 Limitations, use, maintenance and care of engineering controls and equipment.
 - .4 Workers must receive training from a WorkplaceNL recognized training provider as outlined in the OHS legislation (i.e. fall protection, confined space entry, power line hazards, traffic control persons training).
 - .5 Training in the use, care and maintenance of PPE to be used on site.
 - .6 Limitations, use, maintenance and disinfection/decontamination of personal protective equipment associated with completing work.
 - .7 Training in the Contractor's emergency response plan for the Project. Workers engaged in fall arrest or confined space rescue operations will require specific training for the tasks involved.
 - .8 Limitations and use of emergency notifications and response equipment including emergency response protocol(s).
 - .9 All workers at site must receive training in Workplace Violence and Harassment Prevention.
 - .10 Training in WHMIS 2015.
 - .11 Safety and health hazards associated with working in extreme weather conditions (i.e. heat/cold hazards).
 - .12 Appropriate number of persons trained in emergency and Standard First Aid according to the OHS First Aid Regulations.
 - .13 Safety and health hazards associated with working on a contaminated site, if applicable, including recognition of symptoms and signs which might indicate over exposure to hazards.
 - .14 Refer to **Sections 190.3.2 and 190.3.3** for training requirements for Site Supervisors and CSRs.
- .5 Detailed training records must be provided to the Owner's Representative upon request. Site training records must be in tabular or spreadsheet format, stating employee name, occupation, required training, date that training was obtained

- and expiry date. This must be signed and dated by a member of the Contractor's management team.
- .6 Only qualified operators shall operate powered mobile equipment. Contractors must maintain records of worker's driver's license classification, expiry date, endorsements and the type of equipment (excavator, paver, loader etc...) they are qualified to operate for the complete scope of work on the Project. Such records must be provided to the Owner's Representative upon request. Records must be in tabular format or spreadsheet that has been signed and dated by a member of the Contractor's management team. Please note, that Driver's License Numbers should not be provided as this is confidential information. Provision of the License Number may breach PIPEDA - the Personal Information Protection and Electronic Documents Act. (Federal Act) or ATIPPA - Access to Information and Protection of Privacy Act - Part IV. (Provincial Act of NL & Lab).
 - .7 Authorized visitors shall not access the work site until they have received orientation which would include :
 - .1 Notification of the names of persons responsible for implementing, monitoring and enforcing the Project SSSP.
 - .2 Briefed on safety and health hazards present on the site.
 - .3 Instruction in the proper use and limitations of personal protective equipment.
 - .4 Briefed on the emergency response protocols including notification and evacuation processes.
 - .5 Advisement of practices and procedures to minimize risks from hazards and applicable to activities performed by visitors.
 - .6 Being accompanied while on site and provided the appropriate PPE.

190.03.07 CONSTRUCTION SAFETY MEASURES

The Contractor shall:

- .1 Observe construction safety measures of the Federal or Provincial Government, OHS Act and Regulations, WorkplaceNL, and Municipal Authority. In cases of conflict or discrepancy, the more stringent requirement shall apply.
- .2 Administer the project in a manner that will ensure, at all times, full compliance with Federal and Provincial Acts, regulations and applicable safety codes and the Project Site Specific Safety Plan.
- .3 Provide the Owner's Representative with copies of all orders, directions and any other documentation, issued by the Occupational Health and Safety Division with the Department of Digital Government and Service NL and Employment and Social Development Canada (ESDC).
- .4 Forward copies of all orders, directions or any other documentation immediately after receipt.

190.03.08 POSTING OF DOCUMENTS

- .1 The Contractor shall ensure applicable items, articles, notices, minutes and orders are posted in a prominent location on site in accordance with OHS Act and Regulations or as required by WorkplaceNL.

190.03.09 NOTIFICATION

- .1 For projects exceeding thirty (30) days or more, the Contractor shall, prior to the commencement of work, notify in writing the Department of Digital Government and Service NL, Occupational Health and Safety Division the following information and provide a copy to the Owner's Representative:
 - .1 Completion of Notice of Project Form.
 - .2 Company name and mailing address of the Contractor doing the work.
 - .3 The number of workers to be employed.
 - .4 A copy of the Project Site Specific Safety Plan if requested.

190.03.10 CORRECTION OF NONCOMPLIANCE

- .1 The Contractor must immediately address health and safety non-compliance issues identified by the authority having jurisdiction or by the Owner's Representative.
- .2 The Contractor must provide the Owner's Representative with written report of action taken to correct non-compliance of health and safety issues identified.
- .3 The Owner's Representative may stop work if noncompliance of health and safety regulations are not corrected.

190.03.11 LIQUIDATED DAMAGES FOR NON-COMPLIANCE

- .1 Poor safety performance leads to extreme risks, delays, and overall extra resource by the Department of Transportation and Infrastructure to provide incremental administration and additional due diligence on the Contractor Work. As such, if the Work fails to meet any specific safety requirement in this **Section 190** the Department will apply Liquidated Damages to the work.
- .2 The Department shall document and provide the Contractor with notification, either verbal or written, when an infraction has been noted so as to allow the Contractor to develop corrective actions to prevent future infractions.
 - .1 The Contractor will be given a minimum of one written warning for failure to comply with this specification.
 - .2 The next three infractions will result in Liquidated Damages of \$500/day for non-compliance being applied to the work. For each successive infraction the Liquidated Damages increases to \$1,000/day.

- .3 The possibility of project shutdown or termination exists at any time where the Contractor fails to observe the provisions of **Section 190** and the Owner's Representative and the Department believe such action is warranted from a safety and/or contractual perspective. Such shutdown or termination may occur irrespective of whether Liquidated Damages were applied or not.
- .4 Typical infractions may include but are not limited to:
 - .1 CSR not present on site as required.
 - .2 Safety reports not provided within specified timelines.
 - .3 Working without appropriate safety work practices, procedures, etc.
 - .4 Incidents and hazards not investigated, nor communicated to the Owner's Representative in a timely fashion.
 - .5 Failure to action OHS orders and/or other identified safety gaps in a timely manner.
 - .6 Not adhering to training requirements.
 - .7 Utilizing or operating unsafe or uninspected mobile equipment (including light vehicles).
 - .8 Not adhering to approved signage plans and requirements.
 - .9 Violation of any portion of **Section 190** or the Contractor's Site Specific Safety Plan without appropriate investigations and mitigations. This includes not adhering to their SWP's, safety procedures, OHS Act and Regulations, and policies.

190.04 SAFETY REGULATIONS

The Department solely relies on the Contractor to know and adhere to appropriate safety regulations. The following sections are provided for convenience and are not intended to be an all-inclusive list of safety regulations. In addition to the items stated in **section 190.4**, it is the Contractor's responsibility to ensure compliance with applicable Federal, Provincial, Territorial and Local statutes, regulations, and ordinances. Should there be any conflicts in latest regulations, Contractor safe work practices, or other recognized safety needs the latest and most stringent safety requirements shall apply.

190.04.01 WHMIS 2015

The Contractor shall:

- .1 Ensure that all controlled products are in accordance with the Workplace Hazardous Materials Information System (WHMIS 2015) Regulations and Chemical Substances of the OHS Act and Regulations regarding use, handling, labeling, storage, and disposal of hazardous materials.
- .2 Deliver copies of relevant Safety Data Sheets (SDS) to job site and the Owner's Representative. The SDS must be acceptable to Health Canada for all controlled products that will be used in the performance of this Work.

- .3 Train workers required to use or work in close proximity to controlled products as per OHS Act and Regulations. This must be documented as part of the on-site orientation and a copy provided to the Owner's Representative.
- .4 Label controlled products at jobsite as per OHS Act and Regulations.
- .5 Provide appropriate emergency facilities as specified in the SDS where workers may be exposed to contact with chemicals, e.g. eyewash facilities, emergency shower.
 - .1 Workers shall be trained in use of such emergency equipment.
- .6 Provide appropriate personal protective equipment as specified in the SDS where workers are required to use controlled products.
 - .1 Properly fit workers for personal protective equipment.
 - .2 Train workers in care, use and maintenance of personal protective equipment.
- .7 Ensure that SDS remain on site at all times and are accessible to everyone on site.

190.04.02 OVERLOADING

The Contractor shall:

- .1 Ensure no part of the Work or associated equipment is subjected to loading that will endanger its safety or cause permanent deformation.
- .2 Ensure equipment operations follow manufacturer's operating manual.

190.04.03 FALSEWORK

The Contractor shall:

- .1 Design and construct falsework in accordance with CSA S269.1.

190.04.04 SCAFFOLDING

The Contractor shall:

- .1 Design, erect and maintain scaffolding in accordance with CSA S269.2: Access Scaffolding for Construction Purposes and Part XI: sections 147-249 of the OHS Regulations.
- .2 Ensure that fall protection devices are used by all workers working at elevations of 1.22 metres or greater in accordance with CSA Z259 and CSA S269.2.
- .3 All workers performing work at height and who will be required to utilize a fall arrest system must be trained in a fall protection program certified by WorkplaceNL.
- .4 Scaffolding shall be inspected each day prior to use by a competent inspector. Records and copies of these inspections shall be kept on site and provided upon

request to the Department of Transportation and Infrastructure officials, Owner's Representative, etc.

- .5 Scaffolding inspection reports may be required to be provided with the Contractor's Monthly OHS Performance Reports, at the discretion of the Owner's Representative.

190.04.05 PERSONAL PROTECTIVE EQUIPMENT

The Contractor shall:

- .1 Develop a Personal Protective Equipment (PPE) Program which shall detail:
 - .1 Selection criteria based on site hazards as determined by the hazard assessment.
 - .2 Use, maintenance, inspection and storage requirements and procedures.
 - .3 Decontamination and disposal procedures.
 - .4 Inspection procedures prior to, during and after use, and other appropriate medical considerations.
 - .5 Limitations during temperature extremes, heat stress and other appropriate medical consideration.
- .2 Ensure that in addition to those requirements set forth in the OHS Act and Regulations, all persons, including those employed by the Contractor or their Subcontractors, working on projects for The Department of Transportation and Infrastructure shall wear the following mandatory Personal Protective Equipment at **ALL** times while working on the project.
 - .1 CSA approved safety boots meeting the CSA Z195 Standard.
 - .2 CSA approved hard hat meeting the CSA Z94.1 Standard.
 - .3 CSA approved safety glasses meeting CSA Z94.3 Standard.
 - .4 High visibility apparel as defined in the OHS Regulations.
 - .5 Where noise exceeds standards set out in the OHS Regulations hearing protection shall be worn, and hearing conservation program implemented.
 - .6 Other personal protective equipment, as may be required by the work tasks, hazard assessments or the Contractor, depending on duties being performed.

190.04.06 TRAFFIC CONTROL

The Contractor shall:

- .1 Provide traffic control measures when working on, or adjacent to, roadways. This will include but is not limited to appropriate signage, traffic control persons and control vehicles.
- .2 Ensure that traffic control measures conform with the Department of Transportation and Infrastructure's Traffic Control Manual, latest edition and errata.

- .3 Ensure daily completion of the Department of Transportation and Infrastructure, Contractor Daily Traffic Control Signage Log. This log is to be completed daily at a minimum and at any point where the signage required changes to ensure accuracy. The log will be submitted monthly with the Contractor OHS Monthly Performance Report and may be inspected randomly by staff of Transportation and Infrastructure for completion and accuracy.
- .4 Ensure that signage utilized on site shall meet the requirements of the Traffic Control Manual.
- .5 Submit traffic control plans for all portions of the contract work to the Owner's Representative as part of the SSSP including all accompanying hazards assessments. These traffic control plans must note the location, plan number if referencing a plan contained in the Traffic Control Manual, spacing of signs, location and number of traffic control persons and be prepared in a professional manner. If the construction situation is not specifically addressed in the Traffic Control Manual then the Contractor must provide the Owner's Representative with a site specific traffic control plan addressing all of the items listed above in a professional format.
- .6 Complete hazard assessments for traffic control plans to identify hazards unique to the work (i.e., volume of heavy equipment, size of lanes and barriers to protect workers from traffic, additional decreases in posted speeds, etc.).
- .7 The Contractor shall ensure that traffic control persons have completed Traffic Control Person Level I training as certified by WorkplaceNL.
- .8 The Contractor shall ensure that a competent individual is responsible for monitoring, maintaining and adjusting traffic control plans throughout the life of the project. This individual shall:
 - .1 Have completed Traffic Control Person Level II training as certified by WorkplaceNL.
 - .2 Be provided with authority and resources to ensure continuous monitoring of the worksite and revision of the traffic control plan when necessary.
 - .3 Be responsible to complete the Daily Traffic Control Signage Log to accompany the Contractor's Monthly OHS Performance Report requirements.
- .9 Contractors should plan their work activities daily to ensure work will not occur in twilight or dark hours. However, if this does occur due to unforeseen circumstances, the Contractor shall have provisions in place for illumination of the work area and ensure the traffic control persons are properly equipped as required.
- .10 Ensure compliance with Part XVI of the OHS Regulations 5/12.

190.04.07 WORKING AT HEIGHT

The Contractor shall:

- .1 Ensure that Fall Protection devices in accordance with the regulations are utilized at a height of 1.22 metres.
- .2 Develop a site specific fall protection plan, including a rescue plan, and provide it to the Owner's Representative as a part of the SSSP when fall protection systems (as per Part X of the OHS Regulations), are required during the course of the Project.
- .3 Ensure that fall restraint or fall arrest devices used by workers are in accordance with CSA Z259.
- .4 Ensure that all workers performing work at height and who will be required to utilize a fall arrest system are trained in a fall protection program certified by WorkplaceNL.
- .5 Maintain a list of all persons trained in WorkplaceNL certified fall protection training on site. To be combined with other training records as required in a tabular or spreadsheet format listed throughout **Section 190**.
- .6 Ensure regular inspections of all fall protection and fall arrest equipment are completed and that records are maintained and kept on site. Daily inspections of fall restraint and horizontal fall protection/arrest systems shall be conducted.
- .7 Ensure that manufacturer's specifications for engineered fall protection/arrest/restraint systems are kept on site at all times.
- .8 Ensure that anchor points for fall arrest systems are identified and certified annually by a Professional Engineer per CSA standards.
- .9 Develop Working from Height Safe Work Practices specific to the Work, location and risks, and ensure the workers receive specific instruction regarding the work tasks and associated rescue plans.
- .10 Ensure that rescue equipment for fall rescues is kept in close proximity to workers working at height.
- .11 Where necessary the Contractor shall ensure that adequate protection from falling debris is addressed in site specific safety plans, this may include debris nets, barriers, etc.

190.04.08 WORKING OVER OR NEAR WATER

The Contractor shall:

- .1 Where the risk of entering water is identified and other means of fall protection or rescue are not adequate to prevent the worker from entering the water, develop water rescue plans and ensure that workers on site are trained.
- .2 Keep and maintain a list of all persons trained in water rescue on site. This list shall be combined with other training records as required in a tabular or spreadsheet format listed throughout **Section 190**.

- .3 Require that workers wear personal flotation devices where workers are at risk of entering the water.
- .4 Ensure that life-saving equipment is available near entry site for water rescue. This may include lifeboats, throw lines, life preservers, etc.

190.04.09 ACCESS, EGRESS AND WALKWAYS

The Contractor shall:

- .1 Ensure that all accesses, egresses and walkways are continuously monitored for hazards which may include slips, trips, slippery conditions and other hazards.
- .2 Develop provisions for snow clearing of walkways, accesses and egresses.
- .3 Ensure that all access, egress hatches, holes or other potential hazards of this nature are clearly identified to workers and adequately covered.

190.04.10 RIGGING AND SLINGING

The Contractor shall:

- .1 Ensure that workers required to perform work related to rigging and slinging are trained and deemed competent in such operations and practices.
- .2 Maintain and inspect all rigging and slinging equipment in accordance with manufacturers' specifications, CSA Standards and OHS Regulations.
- .3 Ensure that the working load limit of rigging and slinging equipment on site is marked and visible on the product.
- .4 At a minimum, ensure that rigging and slinging operations meet the requirements of the OHS Act and Regulations.
- .5 Ensure that rigging and slinging equipment identified in daily inspections or otherwise identified as damaged, worn or unacceptable to manufacturers' specifications, appropriate standards or OHS Regulations is immediately taken out of service and destroyed.

190.04.11 WORKPLACE VIOLENCE AND HARASSMENT

- .1 The Contractor shall develop a Workplace Violence and Harassment Prevention Plan for the project that complies with the latest edition of the OHS Regulations.

190.05 SAFETY OPERATIONS

The Department solely relies on the Contractor to know how to safely perform the Work and the Contractor is fully responsible for the safety of its operations. The following are minimum expectations and may not be all inclusive. The Contractor shall ensure that all work meets the latest safety requirements and that all work is performed safely irrespective of the stated following requirements. Should there be any conflicts in latest standards, Contractor safe work procedures/practices, or other recognized safety needs

the latest and most stringent safety requirements as deemed appropriate by the Contractor shall apply.

190.05.01 EXCAVATION OPERATIONS

The Contractor shall:

- .1 Protect excavations more than 1.22 metres deep against cave-ins or wall collapse by side wall sloping to the appropriate angle of repose, an engineered shoring/sheathing system or an approved trench box.
- .2 Provide a ladder where excavation is greater than 1.22 metres deep, extending from the bottom of the excavation to at least 0.91 metres above the top of the excavation.
- .3 Ensure that all excavations less than 1.22 metres deep are effectively protected when hazardous ground movement may be expected.
- .4 Ensure that trench boxes are designed and certified by a registered Professional Engineer. Ensure the manufacturer's Depth Certificate Statement is permanently affixed to the trench box. Use trench boxes in strict accordance with manufacturer's instructions and depth certification data.
- .5 For excavations deeper than five (5) metres, provide a certificate from a registered Professional Engineer stating that the protection methods proposed have been properly designed in accordance with accepted engineering practice. The Engineer's certificate shall verify that trench boxes, if used, are properly designed and constructed to suit the depth and soil conditions.
- .6 Ensure that the superintendent and every crew chief, foreperson and lead hand engaged in trenching operations or working in trenches have the appropriate training and have in their possession a copy of the OHS Regulations: PART XVIII EXCAVATION, UNDERGROUND WORK AND ROCK CRUSHING.

190.05.02 BLASTING OPERATIONS

Where blasting is required, the Contractor, at a minimum, must:

- .1 Ensure a valid Blaster's Certificate and Certificates of Qualification acceptable to the OHS Regulations 5/12 under Section 419 identifying the Level of Qualification for the project requirements (Journey Persons Blaster Certificate will still be accepted). An acceptable letter of extension of blasters certificate from the Apprenticeship and Trades Certification Division of the Department of Advanced Education, Skills and Labour is required where their certificate expires (5 years max.). Certificate numbers and names are required for all blasters proposed for the project.
- .2 Hold a Temporary Magazine License, when required, issued by Natural Resources Canada.

- .3 Hold an Explosives Vehicle Certificate, when required, issued by Transport Canada for transport of explosives regulated under the Transportation of Dangerous Goods Act.
- .4 Ensure that the Blaster's resume clearly states and demonstrates:
 - .1 Minimum five (5) years of experience in handling, storage and detonation of explosives.
 - .2 Training at a blaster's school which is acceptable to the Provincial Government.
- .5 Ensure blasting operations are carried out under the direct visual supervision of a certified Blaster either registered with the Apprenticeship and Trades Certification Division of the Department of Advanced Education, Skills and Labour or has been issued a certificate from completion of a program approved by the Department of Digital Government and Service NL. Ensure that the certificate level is appropriate for the blasting activities which will occur. Comply with the requirements of:
 - .1 Explosives Act.
 - .2 Explosives Regulations.
 - .3 Newfoundland Regulation 5/12, Occupational Health and Safety Regulations.
 - .4 Role of certified blaster set out in section 419 of the Occupational Health and Safety Regulations 5/12.
- .6 Store explosives in accordance with the "Explosives Act (Canada)" and transport, handle and use in the manner prescribed by the manufacturer of the substance and subject to specific regulations. An inventory of explosives shall be kept at all times.
- .7 Ensure that workers required to transport explosives have a valid Transportation of Dangerous Goods Training Certification in accordance with the Transportation of Dangerous Goods Act and the Explosives Act. Vehicle used to transport explosives on site shall be placarded and explosives shall be transported in containers lined with non-sparking materials (reference section 428 of the Occupational Health and Safety Regulations 5/12). Detonators shall not be placed in a magazine or daybox with other types of explosives or in a compartment of a vehicle with another type of explosive.
- .8 Ensure that the use of explosives on site complies with the Occupational Health and Safety Regulations 5/12 General Blasting requirements are set out in Part XIX of the Regulations. Loaded holes shall be clearly identified with barricades put in place to prevent access to the holes. Drilling shall not be done closer to a loaded bore hole than a distance half the total depth of the hole being drilled and in no case shall drilling be conducted at a distance closer than 6 metres from a loaded borehole. Drill cuttings shall not be used as stemming material.

- .9 Advise the public by suitable public notices, advertisements, house to house contacts etc. for blasting operations in close proximity to areas occupied by the public. Advise of the warning device to be sounded and the procedure to be used before detonation of individual blasts. Roads and approaches to the danger area are guarded or barricaded to prevent anyone from entering. Loaded holes which have not been fired by the end of the day shall not be left unattended.
- .10 Prior to detonation of a blast, give sufficient warning in every direction and ensure that all persons have reached a place of safety before the blast is fired.
- .11 File an Emergency Response Assistance Plan with the Explosives Branch, Natural Resources Canada.
- .12 Ensure that the Blaster:
 - .1 Is solely responsible for implementation of the Explosives Management Program.
 - .2 Has a valid blaster's safety certificate from the Apprenticeship and Trades Certification Division of the Provincial Department of Advanced Education, Skills and Labour and have a valid temporary Magazine License, when required, issued by Natural Resources Canada, for storage and explosives.
 - .3 Possess a thorough working knowledge of the Federal Explosives Act and Provincial Regulations.
 - .4 Possess a specialized training in handling storage and detonation of explosives.
 - .5 Keeps a field journal concerning all blast activities.

190.05.03 HEAVY EQUIPMENT OPERATIONS

The Contractor shall:

- .1 Ensure mobile equipment used on job site is fitted with a Roll Over Protective Structure (ROPS) and Falling Object Protective Structures (FOPS) as specified in OHS Act and Regulations (specific to sections 261-265).
- .2 Ensure that operators of mobile equipment have adequate instruction and are competent in the operation of mobile equipment.
- .3 Ensure that operators of heavy equipment are Power Line Hazards certified from WorkplaceNL.
- .4 Obtain written clearance from the power utility where equipment is used in close proximity to (within 5.5 metres) overhead or underground power lines.
- .5 Equip cranes with:
 - .1 A mechanism which will effectively prevent the hook assembly from running into the top boom pulley.
 - .2 A legible load chart.
 - .3 A maintenance logbook.

- .6 Ensure that there is no overnight parking of heavy equipment on road shoulders, where exposure to the public may be present.

190.05.04 BRUSH CLEARING OPERATIONS

The Contractor shall:

- .1 Ensure workers using chain saws or brush saws are competent and wear the following safety equipment:
 - .1 CSA approved safety hat fitted with face screen or shield.
 - .2 Approved eye protection.
 - .3 Hearing protection, e.g. earmuffs.
 - .4 CSA approved chain saw pants.
 - .5 CSA approved chain saw boots.
 - .6 Cut resistant gloves.
- .2 Chain saws must be equipped with a chain brake.
- .3 A safe work practice (SWP) must be developed, implemented and all workers trained in the SWP prior to undertaking such tasks and utilizing tree and brush clearing equipment.

190.05.05 DIVING OPERATIONS

When diving operations are required, the Contractor shall ensure that the diving contractor, completes, at a minimum, the following:

- .1 Development of site specific diving safety plan.
- .2 Maintains records of the diver(s) and dive supervisor (s), including:
 - .1 Copy of valid Diving Certificate and Supervisor Certificate from the Diving Certification Board of Canada (or equivalent) for the required work on the project. (i.e. Restricted SCUBA Diver, Unrestricted SCUBA Diver, SCUBA Supervisor, Restricted Surface-Supplier Diver, Unrestricted Surface-Supplied Diver, etc.(See www.divercertification.com).
 - .2 Resume which clearly demonstrates years of experience for the specific type (SCUBA, Surface Supplied Air, etc.) of diving to be performed at the site and projects completed to achieve minimum number of logged bottom time hours.
 - .3 First Aid and CPR Training Certification.
- .3 Maintains the dive tender(s) resume which must clearly state relevant training (including first aid and CPR and experience for the specific task (i.e. dive tender logbook).
- .4 Ensures current (less than one year) medical examination certificate(s) for all divers, from a licensed medical doctor in the Province of Newfoundland and Labrador who is knowledgeable and competent in diving and hyperbaric medicine for all dives.

- .5 Maintains Certificates of Analysis for quality/purity of breathing air to be used by diver(s).
- .6 Ensures documentation showing that diving life support equipment is in good working order and properly maintained.
- .7 Ensures copies of documentation to show:
 - .1 An up-to-date dive site listing of the contact Hyperbaric facility and phone numbers for each location.
 - .2 Written arrangements with standby physician(s) specializing in diving/hyperbaric medicine for contingent emergency response and post dive follow-up for 48 hours after dive is completed.
 - .3 Effective means of communication between the diving supervisor and physician are available.
 - .4 The name, location and telephone number of the hospital and emergency department nearest the dive site.
- .8 Develops emergency rescue procedures that include:
 - .1 Managing deteriorating environmental conditions.
 - .2 Managing unexpected weather or sea state condition.
 - .3 Evacuation of diver(s) under pressures greater than atmospheric pressure
 - .4 In water emergency transfers.
 - .5 Managing failing of equipment below the surface that impairs the ability of a diver to complete a dive.
 - .6 Managing failure of any major component of diving plant or equipment.
 - .7 Emergency signaling between divers involved in the diving program and between the diver(s) and the attendants using umbilical, tethers or other suitable methods.
 - .8 Mobilizing standby divers.
 - .9 Mobilizing crafts, standby boats and any other devices to be used for rescue.
 - .10 Contacting evacuation, rescue, treatment facilities and medical services that will be used in the diving program.
 - .11 Operation of emergency power and lighting facilities
- .9 Ensures diving operations conform to CSA Z275.2 "Occupational Safety Code for Diving Operations" and CSA Z275.4 "Competency Standard for Diving Hyperbaric Chamber, and remotely Operated Vehicle Operations" or later edition.
- .10 Ensures sampling:
 - .1 Prior to commencing diving activities, sample water and analyze sample(s) for:
 - i. Fecal Coliforms (*Escherichia coli*).
 - ii. Total Coliforms.

- iii. Any health hazard identified during the site specific hazard assessment.
 - iv. Any parameter as directed by the Department of Digital Government and Service NL.
- .2 Water will be designated a contaminant if the chemical concentration of a contaminant exceeds:
 - i. 200 fecal Coliforms (*Escherichia coli*) per 1000 milliliter of water.
 - ii. 100 times the guidelines concentration established in the most recent Guidelines of Canadian Drinking Water Quality.
 - iii. Any other criteria established by the Department of Digital Government and Service NL.
- .11 Ensures that sample analysis is to be completed by a laboratory that is accredited by the Canadian Associates of Environmental and Analytical Laboratories (CAEAL) or other national equivalent.
- .12 Ensures that dive personnel must meet the minimum competency requirements of CSA 275.4-02.
 - .1 The Dive supervisor(s) shall as a minimum:
 - i. Possess a Valid Diving Certificate, or equivalent, for a minimum of three (3) years for the type of diving to be performed.
 - ii. Have completed one hundred and fifty (150) hours of logged diving time for the type of diving to be performed.
 - iii. Have completed fifty (50) hours of dive supervision for the type of diving to be performed.
 - .2 Diver(s) shall as a minimum:
 - i. Possess a valid Diving Certificate or equivalent, for the type of diving to be performed.
 - ii. Have completed fifty (50) hours of logged dive time for the type of diving to be performed.
- .13 Ensures that a diving operation shall be interrupted or discontinued or not commenced when:
 - .1 Continuation of the diving operation would or is likely to compromise the safety of any person involved in the diving operation.
 - .2 The water currents at the underwater work site are likely to compromise the safety of any person involved in the diving operation.
 - .3 Combustible material is stored too close for safety to any diving plant and equipment used in the diving operation.
- .14 Ensures that a diving operation shall:
 - .1 Not be conducted in the vicinity for any other activity that might pose a danger to any person involved in the diving operation.

- .2 Not use any craft that has insufficient power or stability for the safe continuity of the diving operation.
- .3 Provide measures for making work area boundary and stopping unauthorized entry into the work area.
- .4 Provide adequate illumination of the dive site and the underwater work site of the diving operation.
- .15 Provides, at the work site while completing diving operations, a diving operations logbook that is permanently bound and has numbered pages.
 - .1 Produce on request, any logbooks, records or other documentation associated with the diving operation, for inspection by the Owner's Representative.
 - .2 As a minimum, for each diving operation enter into the diving operation logbook:
 - i. date and time the diving operation commenced and terminated including any time the diving operation was interrupted.
 - ii. name of supervisor; names of all other persons involved.
 - iii. the procedures followed.
 - iv. the decompression table and the schedule in that the decompression table was used.
 - v. the maximum depth, bottom time, dive time and total dive time for each dive.
 - vi. the type of diving plant and equipment and the type of breathing mixture used.
 - vii. the type of discomfort, injury or illness including decompression sickness, suffered by any person involved
 - viii. any environmental conditions that affected or might have affected the diving operation.
 - ix. any other factors relevant to the safety to health of any person involved.
- .16 Ensures that diving in free swim mode is not permitted at the work site.
- .17 Provides separate first aid supplies for dive operation. All dive team personnel shall be trained in first aid and cardiopulmonary resuscitation (CPR).
- .18 Provides medical oxygen for emergency response at work site. The dive supervisor shall be trained in administering medical oxygen.

190.05.06 CONFINED SPACE OPERATIONS

When confined space entry is required, the Contractor, at a minimum, must:

- .1 Develop a site specific confined space entry plan that is specific to the nature of work performed and provide it to the Owner's Representative as a part of the

- SSSP. This shall include a CSE permit system, rescue plan, testing, equipment, communication considerations and safe work procedures.
- .2 Ensure confined space operations are carried out in accordance with the OHS Act and Regulations PART XXVII CONFINED SPACE ENTRY.
 - .3 The Contractor shall ensure that all appropriate policies, assessments, training, testing and rescue plans are in place, communicated to workers and utilized prior to confined space entry.
 - .4 All staff required to enter a confined space shall be trained in confined space entry through a program certified by WorkplaceNL.
 - .5 Provide approved air monitoring equipment when workers are working in confined spaces as appropriate. Ensure any testing equipment to be used is calibrated, in good working order and used by trained persons.
 - .6 Maintain 'entry permit' records for each entry into a confined space to ensure compliance with Provincial Legislation. Records shall be made available to Owner's Representative upon request.

190.05.07 CRANE OPERATIONS

The Contractor shall:

- .1 Ensure that training records and certifications for operators of cranes are kept on site and maintained. This training shall meet the requirements of the OHS Act and Regulations, CSA standards and identify the operators as competent.
- .2 Ensure that manufacturers' specifications for all lifting equipment is kept on site.
- .3 Inspect and maintain lifting equipment in accordance with the appropriate CSA standards and manufacturers' specifications by a competent and qualified individual.
- .4 Ensure that maintenance records for lifting equipment is maintained and available upon request.
- .5 Develop safe work practices for working around cranes and ensure that the information is reviewed with operators and staff.
- .6 Ensure that safe work practices for crane operations are developed and reviewed with all operators. Additional attention shall be provided for safe work practices related to operations for tandem crane lifts.
- .7 Complete a hazard assessment and develop a corresponding plan, when tandem crane lifts are required for the construction, maintenance and or repair of a structure, road or bridge.
- .8 Ensure that operators and signalers shall have radios or other suitable means of communications.
- .9 Ensure that where an apprentice crane operator will be operating a crane he/she is under the direct supervision of a journey person operator as required by the

Apprenticeship and Trades Certification Division of the Department of Advanced Education, Skills and Labour.

- .10 Ensure that the load capacity of the crane is clearly marked in a visible location.

190.05.08 PIT AND QUARRY OPERATIONS

- .1 The Contractor shall ensure that pits and quarry operations comply with OHS Regulations. The Contractor may be required to provide the following documents certified by the appropriate professionals in accordance with the regulations:
 - .1 Mine design plan, certified by a Professional Engineer (where three or more benches are to be mined) (OHS section 519).
 - .2 A plan for electrical energy at the mine, certified by a Professional Engineer (OHS section 679).
 - .3 Ground Control Logbook (OHS section 525).
 - .4 Ensure appropriate signage is utilized to prohibit unauthorized entry.
 - .5 Monitor conditions and utilize a dust suppression management program, particularly for drilling and crushing operations, if necessary.

190.06 OWNER'S STATEMENT

- .1 The Owner shall not be responsible for injury or damage occasioned by a failure of the Contractor to adhere to these provisions.

The report below is to be completed on a monthly basis by all Contractors
Please attach information pertaining to items highlighted with an asterisk ()*

Contractor Information				
Contractor/Company Name				
Report Prepared By				
Report for Period		Beginning:	Ending:	
Project and Location				
Contact	Name	Contact Number		
Contract Manager				
Contractor CSO				
Site Manager				
Monthly OHS Performance Indicators				
Lagging Indicators		Leading Indicators		
<i>Indicate the total within reporting period above</i>	Monthly Total	<i>Indicate the total within reporting period above</i>	Monthly Total	Records available
Lost Time Injuries		Tool Box Talks (safety specific)*		
Working Days Lost		OHS Committee/Rep Meetings*		
Return to Work Plans		Bi-Weekly Project Meeting		
First Aid Incidents		Site Safety Orientations		
Medical Aid Incidents		Weekly Site Inspections*		
Total Hours Worked (site)		Hazard Reports Submitted		
Accident /Incident reports		Hazard Assessments Conducted*		
Accident Incident Investigations Conducted*		Traffic Control Signage Log Completed*		
		NLCSA Certificate of Recognition (COR)*		
OHS Division Activities				
OHS Division Inspections		OHS Division Directives Issued*		
Sub-Contractor Information				
Name sub-contractors working on site	Description of work conducted by sub-contractors		Days on site	COR Certified (Y/N)
Training Information				
Training conducted with staff	Brief description of training conducted with safety or work practice focus		Total staff trained	Records available (Y/N)
Equipment Maintenance				
Annual equipment inspections conducted (Y/N)	All equipment passed inspection (Y/N)	Records Available (Y/N)	Non-Routine maintenance required? Identify equipment	List maintenance conducted
Report completed on:		Signature:		

Definitions

First Aid incident – An Occupational Injury/Illness that requires first aid treatment only and does not result in loss of time from work or Restricted Work.

Medical aid incident – A classification of Occupational Injury/Illness for Medical Treatment beyond First Aid Injury where there has been no Lost Days. i.e: Visit to a health care provider or hospital specific to the injury

Lost-Time Injury – An injury/illness resulting in Lost Days beyond the date of injury as a direct result of an Occupational Injury/Illness incident on the project.

Working Days Lost – The number of calendar days that the employee is unable to work beyond the day of injury specific to the project in which the injury occurred. Calculate total days for all employees working on the project.

Total Hours Worked – Total number of hours of employment (i.e., the actual worked hours) of all employees for each contractor and sub-contractor companies for the reporting period specific to the project.

Accident – An undesired event resulting in death, ill health, injury, damage or other loss.

Incident -- An unplanned, undesired event that had the potential to cause injury or other damage.

Accident/Incident Report – all accidents and incidents must be reported, whether through an internal reporting structure or through the WHSCC employers form 7. All accidents of a serious nature must also be reported to the OHS Division within 24 hours (serious accidents re outlined in section 54(3) of the OHS Act)

Accident/Incident Investigation – is an investigation by the employer into the root cause of an accident or incident to identify hazards and prevent workplace accidents/incidents from recurring.

[illegible]