Safety Standards for USG Contracts – New Delhi Post.

Contractor:

Work Site Address:

Contractor Safety Officer Name:

Signature for Acceptance by the contractor:

Safety standards to be followed at construction and renovation sites

AHA – Activity Hazard Analysis

1. The contractor must document in the bid for the work how the control of each hazard will be implemented and maintained during the project by submission of a safety plan and activity hazard analysis (AHA) for high hazard activities. The POSHO or qualified Post representative must review the contractor's proposal and provide feedback to the responsible project manager and Contracting Officer prior to acceptance of the bid.

2. Any situation where in the work in progress can pose a threat to the user of work area in emergency, contractor shall ensure proper barricading (sturdy enough for the purpose) to avoid any risk.

Covid 19 Precautions

1. Every worker on site shall wear a mask all the time.
2. Workers shall maintain social distancing all the time.
3. No worker shall be in close proximity with other worker for more than 10 minutes and that too with the mask and gloves on.
4. Contractor shall ensure temperature testing of all workers coming on site in the morning to make sure that no one is suffering from fever.

General

1. All workers on the work site must wear shoes. No worker with flip flops will be allowed to work at site.
2. All the workers should wear full clothes. No half pants and other non-appropriate clothing (Dhoti) will be accepted.
3. Malba / trash accumulated on the site should be removed at a regular interval (if possible on daily basis) so that it should not pose any trip hazard.
4. Employee exposed to hazards created by different works environment shall be protected by personal protective equipment. Appropriate protective clothing for any operation varies with the size, nature and location of work to be performed.
5. In extreme hot conditions drinking water must be made available to the worker and working duration in exposed conditions should be scheduled

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6. It is the responsibility of the contractor to made available all the PPE (Personal Protective Equipment) as per the requirement of the work site and as directed by the COR. Any mishap due to negligence on the part of the contractor will be entirely contractor’s responsibility.

Machinist / Welding Jobs

1. Hot work permit is required to be filled for each hot work to be performed on USG site.
2. Contractor shall follow attached standards regarding different type of welding to be done on the site.
3. All workers who are arc welding must use a full face shield with #10 or darker lenses. No worker will be allowed to arc weld with sun glasses, no matter how dark the lenses.
4. All the workers working on grinding and sanding job should have approved face masks and goggles for face and eye protection.
5. Workers handling the heavy metallic material should have appropriate gloves and safety shoes as per the job requirement.
6. Lifting and shifting of the heavy material to be done with the help of appropriate machines.
7. Compressed gas cylinder shall be properly marked and should always be kept in standing position with guard against fall.
8. Hoses connected to the cylinder should be in good condition.
9. In case Arc welding is done inside the premises proper ventilation should be arranged in the vicinity.
10. Contractor should use welding shield during the work to protect the people around against any potential vision hazard.
11. Always keep an approved fire extinguisher near the site of welding.
12. Workers working with metal sheets must wear appropriate gloves to avoid any cuts on the hands or mishap on the site.
13. Electrical connections for the welding set and the grounding for the same shall be done properly to the satisfaction of the embassy electrician. Please refer electrical section in the document.

Ladders Safety

1. Contractor will use aluminum or fiber glass ladders for all purposes. Wooden ladders are not allowed on the site.
2. Proper ladder for a specific job should be used (for example fiber glass ladders for electrical work etc.).
3. Damaged ladders or ladders with missing supports, shoes etc should not be used on the site.
4. Height of the ladder should be at least two feet above the required height for the work.

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Electrical

1. All the equipment / machines to be used for the execution of the job should be properly grounded.
2. All the extension boards to be used at the site should have proper earthing.
3. All connections to any of the outlets should be through three pin plug. Direct connection of wires in not allowed on the site.
4. Damaged wiring/ cabling for the machines / tools to be used at site are not acceptable. The extension cord or wire with the machines should be one core.
5. Electricians working on the site should wear shoes with rubber soles and should use rubber gloves during execution of the work.
6. Any heavy equipment to be plugged in for the work should be done under supervision of the embassy electrician. Contractor on his own should not plug in heavy equipment.
7. No taped joint or undersize wiring is allowed at the site for the work.

Carpentry

1. Carpenters should have dust mask to protect them from the potential hazard from saw dust. In case sanding machine is used at the site the machine should have proper guards and operator should have suitable PPE (personal protective equipment) with them. For e.g. safety goggles, safety shoes, gloves etc.
2. All the wood to be used at the site should be properly stacked at one side. It should not be scattered around and pose a threat for a trip hazard.
3. Entire site should be kept clean from the saw dust at the end of the day.
4. Carpenter shall use machine guards if at all machines are used at the site.
5. All the care should be taken to protect the flooring against any kind of potential damage.
6. All the drill machines or other electrical tools to be used at the site should be properly grounded and wired.
7. Contractor should use proper tools and tackling for the execution of the work at site.
8. Nails and other sharp material which can pose a threat of accident should not be scattered on the site.

Fire

1. Contractor shall provide and place fire extinguishers as per the requirement of the site (as recommended by the COR).
2. No flammable material should be kept inside the premises at any given point of time.

Lock Out / Tag Out

1. Lock out devices should be used during the testing of the electrical points and

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wiring.

Confined spaces

1. If at all contractor has to work in a confined space he should contact the COR before proceeding with the work. Contractor should arrange all the equipment as instructed by the COR to accomplish the job in a safe manner.

Hearing Protection

1. Contractor should assure that all the workers working in noisy surroundings should wear ear muffs or other approved devices.

Height Protection

1. Any work to be carried out over and above 8’-0” needs a sturdy metal pipe scaffolding to carry out that work. Ladder or any other arrangement needs to be approved by COR to be implemented on the site.

For any further clarification please contact POSHO (Post Occupational Safety and Health Officer) at # 011-24198280 OR APOSFO Mr. Rohit Soni at 011-24198682.

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