

# Occupational Health and Safety - Section 1450

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## 1 ACTS, REGULATIONS AND POLICIES TO BE OBSERVED

- 1.1 The Contractor shall observe and comply with the terms of *The Saskatchewan Employment Act* and *The Occupational Health and Safety Regulations, 2020* which in any manner affect those engaged or employed on the Work or which in any way affect the conduct of the Work.
- 1.2 The Contractor shall develop, implement and distribute Traffic Control Plans prior to commencement of the Work. Typically, these plans shall be developed for plant sites, aggregate sources, stockpile sites, bridge construction sites, Roadway operations and other hazardous areas of the Project. Separate Traffic Control Plans will be required for each work site and Highway section.
- 1.3 In accordance with *The Saskatchewan Employment Act* Section 3-22(1), the Contractor shall establish a local Occupational Health and Safety (OH&S) committee on any Project where the anticipated work site duration equals or exceeds 90 days with 10 or more workers.
- 1.4 The Ministry has adopted a zero-tolerance policy for harassment. If any unacceptable behaviour occurs, that person(s) shall be removed from the site.

## 2 CONTRACTOR SAFETY PROGRAM REQUIREMENTS

- 2.1 The Contractor shall have in place an OH&S Safety Program that meets or exceeds the requirements of *The Saskatchewan Employment Act* and *The Occupational Health and Safety Regulations, 2020*.

- 2.2 The Contractor shall include in their safety program the applicable Safe Operating Practices (SOPs).
- 2.3 The Contractor shall obtain and maintain a Certificate of Recognition (COR) in a health and safety program which is relevant to their industry. Only a COR issued by the Heavy Construction Safety Association of Saskatchewan, the Saskatchewan Construction Safety Association, Energy Safety Canada (Saskatchewan) or the Saskatchewan Trucking Association will be accepted.
  - 2.3.1 For out-of-province Bidders who do not have a COR issued by one of the above-mentioned associations, a Letter of Equivalency issued by one of these associations will be accepted. All conditions in the letter must be adhered to by the Contractor.
- 2.4 The Contractor shall ensure that subcontractors who do not have their own COR are familiar with and adhere to all provisions of the Contractor's Safety Program.

### **3 CONTRACTOR SAFETY INFORMATION AND REPORTS**

- 3.1 Upon receipt, the Contractor shall supply the Ministry with copies of any of the following documents issued to them by Ministry of Labour Relations and Workplace Safety:
  - 3.1.1 Safety Notices of Contravention
  - 3.1.2 Officer Reports
  - 3.1.3 Compliance Undertakings
  - 3.1.4 Summary Offences
- 3.2 The Contractor shall, upon request, supply the Ministry with any current information regarding:
  - 3.2.1 WCB 116C1 and 116C3 Reports
  - 3.2.2 The Contractor's current Internal OH&S COR Audit Report
  - 3.2.3 The Contractor's current External OH&S COR Audit Report
  - 3.2.4 The Contractor's Safety Policy Manual
  - 3.2.5 Flagpersons' "Certificate of Training in Work Zone Flagging" issued by the Heavy Construction Safety Association of Saskatchewan

- 3.2.6 A valid Traffic Accommodation Supervisor's "Certificate of Training in Work Zone Traffic Accommodation" issued by an organization recognized by the Ministry as able to provide Traffic Accommodation Supervisor training and certification for Ministry projects
  - 3.2.6.1 Traffic Accommodation Supervisors with certification after October 1, 2020 shall also hold a "Certificate of Training in Work Zone Flagging"
- 3.2.7 The Contractor's first aid certificates
- 3.2.8 The Contractor's blasting certificates
- 3.2.9 The Contractor's equipment training certificates
- 3.2.10 Any other relevant health and safety documentation as determined by the Engineer
- 3.3 For out-of-province contractors, equivalent documents will be accepted; except for the Traffic Accommodation Supervisor certification, which shall be from an organization recognized by the Ministry as able to provide training and certification for Ministry projects.
- 3.4 By entering into this Contract, the Contractor consents to allow the Ministry of Labour Relations and Workplace Safety to disclose to the Ministry all notices, reports, findings, etc. in connection with this Contract.

#### **4 RESPONSIBILITY FOR SAFETY**

- 4.1 The Contractor shall assume the roles and responsibilities of the "Prime Contractor", pursuant to *The Saskatchewan Employment Act* and *The Occupational Health and Safety Regulations*, for Work performed under this Contract.
- 4.2 The Contractor shall coordinate and provide direction for the safety of all persons within the Project site; including but not limited to employees, subcontractors, self-employed persons, suppliers, Ministry staff, consultant staff, utility companies, and the general public.
- 4.3 The Contractor shall designate a competent individual to oversee and direct activities with respect to safety on the Project. The designated safety representative shall perform the following duties:
  - 4.3.1 Post their name and contact info at a conspicuous place on the Project.

- 4.3.2 Become familiar and regularly communicate with the safety representatives for all other employers and self-employed persons on site.
- 4.3.3 Ensure all other employers and self-employed persons on site have, and are abiding by, adequate policies and SOPs; and employ competent workers and equipment.
- 4.3.4 Develop, distribute, communicate and maintain an Emergency Response Plan.
- 4.3.5 Perform safety inspections on equipment and operations prior to and during operations as required.
- 4.3.6 Ensure, in as much as possible, all persons involved with the Project are working in a safe manner and complying with *The Saskatchewan Employment Act* and *The Occupational Health and Safety Regulations, 2020*.
- 4.3.7 Provide direction to others and coordinate all activities at the Project site that may affect worker health and safety, ensuring that the activities of one employer or self-employed persons do not affect the safety of another.
- 4.3.8 Conduct, document and communicate safety meetings in accordance with Subsection 1450.5.
- 4.3.9 Keep information referred to in Section 3-16 of *The Saskatchewan Employment Act* on site and readily available to all.
- 4.3.10 Provide information to medical and other authorized personnel, when required, as soon as possible.
- 4.3.11 Develop and implement a policy statement to deal with potentially violent situations on the Project in accordance with Section 3-21 of *The Saskatchewan Employment Act*.
- 4.3.12 Any other safety related duties as may be required under the Act and Regulations and otherwise.

## **5 SAFETY MEETINGS AND INSPECTIONS**

- 5.1 Prior to commencement of the Work, a Pre-construction Meeting will be conducted by the Engineer. The Contractor shall ensure that its project supervisor, designated safety representative (unless exempted by the Engineer) and a representative from each major subcontractor are in attendance.

- 5.1.1 The Contractor shall give sufficient advance notice to the Engineer to permit the Ministry to make satisfactory arrangements for the Pre-construction Meeting.
- 5.1.2 Work performed prior to the Pre-construction Meeting will be considered unauthorized work in accordance with subsections 1400.7.2 and 1400.7.3.
- 5.2 Prior to commencement of Work on any Stage of the Project, the Contractor shall submit a statutory declaration and the accompanying inspection checklist to the Engineer (on the forms provided) stating that the pre-project safety meeting and the worksite safety inspection have been satisfactorily conducted and that it is safe to proceed with the Work.
  - 5.2.1 The pre-project safety meeting shall include a review of all relevant safe operating practices (SOPs) and any other safety related issues. The pre-project safety meeting shall be attended by all employees of the Contractor and subcontractors, as well as the Engineer and their staff. The results of this meeting shall be documented and signed by all attendees, with a copy provided to the Engineer.
  - 5.2.2 The worksite safety inspection shall identify potential safety hazards and ensure all safety devices required for the Project are in place and operational.
- 5.3 The Ministry reserves the right to perform periodic worksite inspections at any time. The Engineer may suspend work in cases of recognized imminent danger or when the Contractor fails to comply with safety orders issued or fails to rectify previously identified worksite hazards. The Engineer's interpretation of a worksite hazard will be considered as final in all cases.
- 5.4 The Contractor shall conduct regularly scheduled Tool Box Meetings to discuss, review and resolve safety issues. The Contractor shall ensure all employees of the Contractor and subcontractors on the Project attend. The results of these meetings shall be documented and signed by all attendees, with a copy provided to the Engineer.
- 5.5 The Contractor is responsible to continually identify and correct project hazards to ensure the safety of all persons at the Project site, and the traveling public through the site, at all times. The Contractor shall continually assess, investigate and evaluate the worksite for potential hazards.

## **6 APPAREL AND EQUIPMENT**

- 6.1 The Contractor shall ensure all employees, subcontractor's employees and other personnel who are working on the Project use the mandatory Personal Protective Equipment (PPE) meeting or exceeding Regulation requirements for the work being performed. PPE shall include (as necessary), but not be limited to: high visibility safety apparel, safety footwear, hard hats, eye protection, safety gloves and hearing protection.
- 6.2 The Contractor shall ensure all employees and subcontractor's employees abide by the Ministry's PPE and apparel policies.
- 6.3 Flagpersons shall wear high visibility clothing that provides a high level of contrast between the flagperson and the work environment.
- 6.4 All other personnel employed on this Project shall wear high visibility safety apparel meeting the following standards:
  - 6.4.1 CSA Z96-09, Class 2 Level 2 garments, including vests and bib style overalls, minimum Table 2A for background material or ANSI/ISEA 107-2004, Class 2, Level 2 for vests.
  - 6.4.2 CSA Z96-09, Class 3 Level 2 garments, including coveralls, minimum Table 2B for background material.
  - 6.4.3 CSA Z96-09 Section 7, Flame Resistant (FR) Garment Applications, special performance allowances for garments intended for FR applications shall be followed where the Contractor determines that personnel employed on the Project may be exposed to an ignition source, flash fire or thermal effects of an electrical arc.
  - 6.4.4 The choice of colour and striping for vests, bib style overalls and/or coveralls, for other than flagpersons, is at the discretion of the Contractor, but must meet the requirements of the CSA Z96-09 or ANSI/ISEA 107-2004 Standards.
- 6.5 All self-propelled, non-steel tracked equipment used on the Project shall be equipped with a rotating or flashing amber light.
- 6.6 All motor vehicles, except passenger cars, and all powered mobile equipment used on this Contract shall be equipped with a functioning audible alarm that activates automatically when the vehicle or equipment is placed in reverse. Any vehicle or

equipment that does not comply with this clause shall not be used until the alarm is operational.

## **7 ACCIDENT, INCIDENT AND DANGEROUS OCCURRENCE INVESTIGATIONS**

7.1 In addition to *The Occupational Health and Safety Regulations, 2020*, the Contractor shall conduct an investigation where an accident, incident or dangerous occurrence involves employees of the Contractor or subcontractor. The Contractor shall also investigate accidents, incidents and dangerous occurrences involving the traveling public when the event is related to the Contractor's operation.

7.1.1 The Contractor shall notify the Engineer in addition to the Ministry of Labour Relations and Workplace Safety immediately when any such event occurs.

7.1.2 The Contractor shall supply a copy of the investigation report to the Engineer and the Ministry of Labour Relations and Workplace Safety within 72 hours of the occurrence.

## **8 POST-CONSTRUCTION COMPLIANCE DECLARATION**

8.1 The Contractor shall submit a statutory declaration to the Engineer (on the forms provided) at Final Completion stating that the OH&S requirements of the Contract have been fully satisfied.