



REIGATE GRAMMAR SCHOOL VIETNAM

Safety Construction Building Procedures

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Introduction

The purpose of this procedure is to describe how to manage the control and coordination of performance on construction sites to ensure the health, safety and welfare of all personnel involved in such projects and those Others may be affected.

Everyone must take responsibility for their own Health and Safety and that of their colleagues by working within the spirit of this procedure. Any person found to have disregarded the requirements of the Construction Safety Administration will be subject to disciplinary proceedings, which may result in their dismissal.

The Contractor must comply with and carry out all Health and Safety obligations placed on employers under any statutory safety regulations and all regulations and codes of practice issued under the authority of the main contractor or Investor are applicable to construction works.

Legislation

Construction Law No. 50/2014/QH13

Law on occupational safety and hygiene No. 84/2015/ QH13

Decree 06/2021/ND-CP quality management, construction and maintenance of construction works
labor safety management in construction works.

Procedures

1. Define

Safety in construction is a solution to prevent and combat the impact of dangerous and harmful factors to ensure no deterioration of human health, injury or death, and prevent incidents. causing unsafe work during the construction process.

Labor safety management in construction is the activity of managing entities participating in construction investment activities according to the provisions of law to ensure labor safety requirements in construction. construction works.

Accordingly, construction safety can be simply understood as solutions to prevent dangers that can harm human health and life when participating in construction projects.

2. Safety technical regulations

Safety standards in construction, also known as current safety standards in construction, are specifically regulated in the National Technical Regulation QCVN 18:2021/BXD on safety in construction with Basic contents of technical safety requirements in the construction of civil, industrial and urban technical infrastructure (referred to as construction works). Accordingly, general requirements for safety technical regulations in construction works include:

- Construction is not allowed without complete documents and dossiers of technical design measures and construction organization with sufficient content on technical measures for labor safety and fire and explosion prevention;
- Workers working at height and in the back tunnel must have enough bags to hold tools and tools, and are not allowed to throw materials, tools, or tools down from above;

- For work on rivers, workers must be trained in digging and fully equipped with boats, buoys, emergency tools and other safety equipment;
- Working at a height of 2 m or more or less than 2 m if there are dangerous obstacles under the work area, there must be safety belts or nets in construction. If it is not possible to build a working floor with safety railings in construction, do not allow workers to work without wearing safety belts;
- Do not construct at the same time on two or more floors in a vertical direction, if there is no safety equipment for people working below;
- Do not work on scaffolding, chimneys, water towers, electric poles, bridge pillars or girders, or roofs of two-story or more buildings during heavy rain, thunderstorms, storms, or winds of level 5 or higher. After each storm, strong wind or after stopping construction for many days, safety conditions must be rechecked before continuing construction;
- Have construction safety measures for ventilation and means to prevent toxic gases and landslides when working in back wells, underground tunnels, and closed containers;
- The labor safety system on the construction site must be equipped with adequate lighting and night construction is not allowed in places without lights with a capacity of 100 - 300 lux for the workplace and general lighting of 30 - 80 lux;
- There is a lightning protection system to protect the entire construction site during construction;
- When on construction sites there is a risk of radiation exposure or at construction sites containing natural radioactive sources, it is necessary to comply with current state regulations on safety and radiation control;
- The construction site must have a labor safety diary and fully record incidents, accidents, remedial measures and handling measures during the construction process;
- Construction sites and all working positions must be kept neat and tidy. Equipment and tools must always be placed in the right place; waste and excess materials must be cleaned up regularly;

3. Obligation to ensure labor safety

3.1. Obligations regarding labor safety

The relevant statutory health and safety requirements set out above and to ensure that we comply with such requirements accordingly.

3.2. Contractual obligations

contractual obligations to ensure that the continued safety of all persons, and all project staff, during the execution of the works must be given priority. The Site Safety Plan must be designed to describe how the contractor intends to carry out these obligations and to appropriately manage and coordinate the contractor's activities and those of its subcontractors. fit. Any subcontractors will be required to cooperate on all health and safety related matters to enable contractors to meet their contractual obligations .

4. Responsibility for safety management in construction works

4.1. Project management responsibilities at construction site

- Prepare, approve and ensure implementation of project safety plans.
- safety responsibilities to all employees and subcontractors.
- Ensure that all machinery and equipment used at the facility is maintained in a safe condition and that operators are appropriately trained/licensed.
- Organize basic fire prevention, prevention and fighting measures.
- Anticipate hazards, recommend preventive measures, and instruct all employees on the correct sequence of operations.
- safety performance of subcontractors and direct corrective action when required.

- Ensure that all staff working on site are competent to carry out their work and that they have been trained in statutory safety procedures.
 - Maintain a tidy workplace and ensure that entrances and walkways are clear.
 - Report to Management any injuries sustained by contractor employees.
 - Organize basic fire prevention, prevention and fighting measures
- 4.2. Responsibilities of construction site safety supervision
- Ensure that protective clothing and equipment are being used and that work practices are in accordance with the Project Safety Plan .
 - Supervise Subcontractors and ensure that neither the Subcontractor's employees nor any other person in the work area is exposed to risk as a result of their actions.
 - Always be aware of any possible accidents /incidents and work to prevent recurrence.
 - Ensure that all lifting equipment used on site is inspected weekly and recorded on the safety register .
 - Notify the Project Manager of any accidents /hazardous incidents that require reporting.
- 4.3. Responsibilities of Technical Supervisor
- Ensure that all lifting and lowering equipment and pressure vessels used on site have been inspected and tested by a competent inspector as required by law, including all equipment brought to the site and operated by or for the Subcontractor.
 - Carrying out routine maintenance of machinery and equipment ensures that all machinery used on site is safe and poses no health risks.
 - Make sure machinery and equipment are operated by people who are well-trained, have practical experience and relevant certificates.
- 4.4. Employee responsibility
- Comply with regulations and requirements on hygiene and labor safety
 - Exercise every care for the health and safety of yourself and those around you.
 - Perform tasks for which one is qualified or trained, or only when the tasks involved are not unreasonably high risk. If in doubt about an assignment other than your normal duties, you can discuss the work involved with your supervisor.
 - Instruct and encourage all new employees to ensure safety and make them aware of any specific hazards.
 - Immediately report any accident, personal injury or occupational illness to a supervisor and request first aid even if the injury is minor.
 - Maintain a tidy workplace.
 - Always use the required protective equipment as stated in the Safety Declaration and as directed by the person in charge.
5. Labor safety training
- safety training must be provided for staff and management/supervisory workers on site to develop their skills in the use of safe working techniques and practices.
 - All workers will participate in a safety briefing, including accident prevention, basic safety rules, proper use of protective equipment, and emergency procedures.
 - Records should be kept of workers who have attended the course to ensure that all workers including subcontractors have basic safety knowledge .
6. Safety monitoring
- Safety supervision at construction sites is the responsibility of officials and workers. Any employee or worker who becomes aware that an operation is potentially unsafe must stop immediately and report to his or her immediate supervisor, safety supervisor or safety officer.
7. First aid

- In the event of an accident , accident and emergency procedures are followed in accordance with neighboring hospital services.

8. Responsibility for completing the project

- Construction must comply with drawings and project design documents.
- Save construction process records and carry out project acceptance according to regulations.

Provide construction as-built drawings as documents to perform quality management and maintenance work.

HEALTH SAFETY REQUIREMENTS FOR CONSTRUCTION CONTRACTOR

All construction contractors at RGSV must ensure:

1. Comply with legal requirements, including those in RGSV.
2. Prepare and provide RGSV with a document determining the safety status of the work performed
3. Only employ staff who are qualified and competent to perform the relevant work and have appropriate safety certifications .
4. Staff have received appropriate training in fire safety including the use of fire safety equipment such as fire extinguishers...
5. Ensure that all employees have appropriate protective equipment for the job.
6. safety systems in the premises are not tampered with in any way without written permission.
7. Do not borrow or use RGSV tools and equipment without express permission.
8. Do not alter, modify or interfere with RGSV equipment or services unless part of the contract.

On behalf of (Contractor), please confirm that the above requirements have been understood and accepted.

Name..... Title

Sign.....

Day month Year: