

RISK INSIGHTS

CONSTRUCTION SITE MANAGEMENT



Avoid losses from fires, theft and injuries by properly managing your construction site. Construction site management includes establishing site safety plans, following housekeeping practices and requiring employees to report hazards immediately.

KEY AREAS OF A WELL-MANAGED JOB SITE: HOUSEKEEPING, WASTE AND DEBRIS REMOVAL, MATERIAL STORAGE, NO SMOKING POLICY, STORAGE OF FLAMMABLE AND COMBUSTIBLE LIQUIDS, HOT WORK OPERATIONS.

Housekeeping

Maintain a clean job site for the safety of workers and the public. Enforce a housekeeping program for every process, operation and task performed on site.

- Develop a checklist as an effective resource for workers to follow and sign-off on.
- Keep stairways, ladders and scaffolds free of obstructions and ensure that loose materials on heights, such as roofs, are secure.
- Store combustible material in a suitable location away from the building and in a manner that reduces fire exposure.
- Fill in muddy areas with gravel. Use boards or plywood to walk on.

Waste and debris removal

Remove debris from the job site on a regular basis.

- Collect debris in a secure area away from the building to reduce a fire hazard, such as a fire started from arson.
- Provide container services for larger projects.
- Don't burn rubbish on site.
- Provide chutes or other approved devices for removing waste from above-grade floors.
- Place oily and solvent based rags, into metal safety containers with self-closing covers.

Material storage on the job site

Limit the amount of material kept on site to reduce the potential of theft. Coordinate deliveries with suppliers. Practice good inventory management by maintaining accurate records.

- Ensure material doesn't block the access of emergency response vehicles.
- Engage a security guard service or video monitoring service to reduce the risk of theft.
- Store materials in a secure area using lock boxes.
- Increase lighting during non-operational hours.

Enforce a housekeeping program for every process, operation and task performed on site.

No smoking policy

Establish a no smoking policy to prevent smoking related fire risks and to comply with local legislation and by-laws.

- Post “no smoking” signs.
- Enforce a no smoking policy on the job site.

Flammable and combustible liquids storage

Store flammable liquids in a secure location away from ignition sources and other combustible materials.

- Use only approved safety containers to carry, dispense and store liquids, and ensure contents are properly marked.
- Use only approved flammable liquid storage cabinets.
- Limit the quantities of liquids on site.
- Set up posts or barriers around fuel tanks.

Hot work

Hot work such as welding, brazing, soldering, cutting, etc. requires utmost caution. Ensure an adequate hot work procedure or hot work permit system is in use and enforced. Additional key items to controls and safety protocols aimed at identifying hot work hazards and controlling their associated risks are as follows:

- Check that equipment is in good condition before beginning hot work.
- Place combustibles 15 m (50 ft) away from the hot work area or shield with flameproof covers or curtains extending to the ground.
- Cover floor and wall openings within 15 m (50 ft) with non-combustible materials to prevent the passage of sparks or hot slag.
- Ensure adequately sized fire extinguishing equipment such as a dry chemical fire extinguisher is present and accessible.
- Conduct final inspection of the hot work area four hours after the completion of work.
- Do not perform hot work in the last sixty minutes of the workday or sixty minutes prior to any breaks.



Develop a checklist as an effective resource for workers to follow and sign-off on.

For more information on making your business safer, contact our Risk Services team at **1.833.692.4111** or visit us at **www.northbridgeinsurance.ca**.