



People Focused Support for Residential Building
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www.buildingsupport.com.au

Site Rules

SITE ADDRESS:_____

CONTACT'S DETAILS

name:_____

mobile:_____

email:_____

SITE RULES:

- Site access begins at _____ and closes at _____
- No one is to enter site without prior arrangement.
- Smoking is **NOT** permitted on site. If smoking is required subcontractors and personnel may smoke **OUTSIDE** the property boundary and all cigarette butts must either be disposed of immediately in a relevant bin or taken off site.
- No alcohol or drugs allowed on site.
- A SWMS (Safe Work Method Statement) must be completed **before** any high risk activity is to be undertaken, and a copy made available to the owner or one of their representatives.
- Working areas must be kept clean and tidy.
- All rubbish is to be placed within the agreed designated areas ONLY as per arrangement discussed prior to start of work.
- Site amenities and toilets must be left in a clean, tidy and hygienic state.
- All workers must avoid walking through barricaded areas.
- Personal protective equipment (eye and ear protection) must be used as required.
- All injuries and any concerns with the safety of the site must be reported to _____ immediately.

RESPONSIBILITIES OF SUBCONTRACTORS:

All contractors and workers on site are responsible for not only their own safety but also the safety of others. As much as practical they are to ensure the health and safety of other workers is not adversely affected by the way in which their work is performed. It is the responsibility of the lead supervisor to make sure all workers under their care use appropriate PPE (personal protective equipment) including ear plugs, safety glasses, and hats and sunscreen when appropriate. It is also their responsibility to provide a SWMS for high risk activities to the site manager or relevant representative and to make sure their employees conduct themselves in a thoughtful and safe manner.

High risk construction activities requiring a SWMS may include but are not limited to the following work activities:-

- Risk of a person falling more than 2 metres.
- On telecommunications towers.
- Involving demolition.
- Involving the removal or likely disturbance of asbestos.
- Involving structural alterations that require temporary support to prevent collapse.
- Involving a confined space.
- Involving a trench or shaft if the excavated depth is more than 1.5 metres.
- Involving tilt-up or precast concrete.
- On or adjacent to roadways or railways used by road or rail traffic.
- At workplaces where there is any movement of powered mobile plant.
- In an area where there are artificial extremes of temperature.
- In, over or adjacent to water or other liquids where there is a risk of drowning.

AMENITIES:

Contractors are permitted to park their cars _____ .
Contractors are permitted to use the toilet facilities located _____ ,
and are permitted to use _____ for meal and break times.
Contractors are expected to respect these areas and clean up after themselves. If contractors fail to do so, they may be required to pay the cost of cleaning.

PUBLIC SAFETY:

While works are being undertaken, all persons on site are to make sure that their works are secured in a way that does not adversely affect the stability of any existing structures. The contractor and associated employees are to keep their work areas clear of trip hazards.

Members of the public are not permitted in work areas unless authorised. It is the responsibility of the contracted parties to ensure the safety of public occupants during the period of their work. This includes any signage and protective barriers in their work area to keep others safe.

Any contractor or associated employee that is working on or adjacent to a road or areas that vehicles access should take all reasonable safety precautions to minimise risks of vehicle related injuries. They must comply with all council and state requirements for traffic management, and obtain any relevant permits to permit temporary access to these areas.

FIRST AID:

The contractor must have adequate first aid kits available on site for the treatment of any injury which may be incurred from the work they are carrying out. Any significant incidents must be reported to the site supervisor and to worksafe as per worksafe mandatory reporting guidelines.

EMERGENCY PROCEDURE:

1. Provide assistance as required to injured persons.
2. Do not move the person unless life threatening.
3. Notify any First Aid Personnel if available at the workplace.
4. Contact Ambulance or Doctor.
5. Do not interfere with the scene of the incident.
6. Contact _____ and await further instructions.
7. Contact work safe and report incident where significant injury has occurred.