



EXCELLENCE IN TOTAL BUILDING ENVELOPE SOLUTIONS

HEALTH & SAFETY

MINIMUM REQUIREMENTS

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MINIMUM REQUIREMENTS OF PRINCIPAL CONTRACTOR FOR TYPICAL WORKING AT HEIGHT PROJECTS E.G. ROOFING WORKS

Legislation Section	Legislated Requirement
Notification of construction work Construction Regulations 2014	A contractor who intends to carry out any construction work must at least 7 days before that work is to be carried out notify the provincial director in writing.
Duties of principal contractor Construction Regulations 2014	A principal contractor must- Provide and demonstrate to the client a suitable, sufficiently documented and coherent site specific health and safety plan, based on the client's documented health and safety specifications, which plan must be applied from the date of commencement of and for the duration of the construction work and which must be reviewed and updated by the principal contractor as work progresses.
Duties of principal contractor Construction Regulations 2014	A principal contractor must: Open and keep on site a health and safety file, which must include all documentation required in terms of the Act and the Regulations, which must be made available on request to an inspector, the client, the client's agent or a contractor.
Duties of principal contractor Construction Regulations 2014	A principal contractor must: on appointing any other contractor, in order to ensure compliance with the provisions of the Act: <ul style="list-style-type: none"> provide contractors who are tendering to perform construction work for the principal contractor, with the relevant sections of the health and safety specifications pertaining to the construction work which has to be performed; ensure that potential contractors submitting tenders have made sufficient provision for health and safety measures during the construction process; ensure that no contractor is appointed to perform construction work unless the principal contractor is reasonably satisfied that the contractor that he or she intends to appoint, has the necessary competencies and resources to perform the construction work safely; ensure prior to work commencing on the site that every contractor is registered and in good standing with the compensation fund or with a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Diseases Act, 1993; appoint each contractor in writing for the part of the project on the construction site; take reasonable steps to ensure that each contractor's health and safety plan is implemented and maintained on the construction site; ensure that the periodic site audits and document verification are conducted at intervals mutually agreed upon between the principal contractor and any contractor, but at least once every 30 days; stop any contractor from executing construction work which is not in accordance with the client's health and safety specifications and the principal contractor's health and safety plan for the site or

	<p>which poses a threat to the health and safety of persons;</p> <ul style="list-style-type: none"> where changes are brought about to the design and construction, make available sufficient health and safety information and appropriate resources to the contractor to execute the work safely; & discuss and negotiate with the contractor the contents of the health and safety plan and must thereafter finally approve that plan for implementation.
Duties of principal contractor Construction Regulations 2014	A principal contractor must: <ul style="list-style-type: none"> ensure that a copy of his or her health and safety plan as well as the contractor's health and safety plan is available on request to an employee, an inspector, a contractor, the client or the client's agent.
Duties of principal contractor Construction Regulations 2014	A principal contractor must: <ul style="list-style-type: none"> hand over a consolidated health and safety file to the client upon completion of the construction work and must include a record of all drawings, designs, materials used and other similar information concerning the completed structure.
Duties of principal contractor Construction Regulations 2014	A principal contractor must: <ul style="list-style-type: none"> include and make available a comprehensive and updated list of all the contractors on site accountable to the principal contractor, the agreements between the parties and the type of work being done.
Duties of principal contractor Construction Regulations 2014	A principal contractor must: <ul style="list-style-type: none"> ensure that all his or her employees have a valid medical certificate of fitness specific to the construction work to be performed and issued by an occupational health practitioner.
Management and supervision of construction work Construction Regulations 2014	A principal contractor must: <ul style="list-style-type: none"> in writing appoint one full-time competent person as the construction manager with the duty of managing all the construction work on a single site, including the duty of ensuring occupational health and safety compliance, and in the absence of the construction manager an alternate must be appointed by the principal contractor.
Risk assessment for construction work Construction Regulations 2014	A contractor must, before the commencement of any construction work and during such construction work, have risk assessments performed by a competent person appointed in writing, which risk assessments form part of the health and safety plan to be applied on the site.
Risk assessment for construction work Construction Regulations 2014	A contractor must ensure that all employees under his or her control are informed, instructed and trained by a competent person regarding any hazard and the related work procedures and or control measures before any work commences, and thereafter at the times determined in the risk assessment monitoring and review plan of the relevant site.
Risk assessment for construction work Construction Regulations 2014	A principal contractor must ensure that all contractors are informed regarding any hazard that is stipulated in the risk assessment before any work commences, and thereafter at the times that may be determined in the risk assessment monitoring and review plan of the relevant site.
Risk assessment for construction work Construction Regulations 2014	A contractor must consult with the health and safety committee or, if no health and safety committee exists, with a representative trade union or representative group of employees, on the monitoring and review of the risk assessments of the relevant site.

Risk assessment for construction work Construction Regulations 2014	A contractor must ensure that copies of the risk assessments of the relevant site are available on site for inspection by an inspector, the client, the client's agent, any contractor, any employee, a representative trade union, a health and safety representative or any member of the health and safety committee.
Fall protection Construction Regulations 2014	A contractor must designate a competent person to be responsible for the preparation of a fall protection plan.
Fall protection Construction Regulations 2014	A contractor must ensure that the fall protection plan is implemented, amended where and when necessary and maintained as required.
Fall protection Construction Regulations 2014	A contractor must take steps to ensure continued adherence to the fall protection plan.
Fall protection Construction Regulations 2014	A fall protection plan contemplated must include: <ul style="list-style-type: none"> • a risk assessment of all work carried out from a fall risk position and the procedures and methods used to address all the risks identified per location; • the processes for the evaluation of the employees' medical fitness necessary to work at a fall risk position and the records thereof; • a programme for the training of employees working from a fall risk position and the records thereof; • the procedure addressing the inspection, testing and maintenance of all fall protection equipment; and • a rescue plan detailing the necessary procedures, personnel and suitable equipment required to affect a rescue of a person in the event of a fall incident to ensure that the rescue procedure is implemented immediately following the incident.
Fall protection Construction Regulations 2014	A contractor must ensure that a construction manager appointed under regulation 8(1) is in possession of the most recently updated version of the fall protection plan.
Fall protection Construction Regulations 2014	A contractor must ensure that: <ul style="list-style-type: none"> • all unprotected openings in floors, edges, slabs, hatchways and stairways are adequately guarded, fenced or barricaded or that similar means are used to safeguard any person from falling through such openings; • no person is required to work in a fall risk position, unless such work is performed safely; • fall prevention and fall arrest equipment are: <ul style="list-style-type: none"> - approved as suitable and of sufficient strength for the purpose for which they are being used, having regard to the work being carried out and the load, including any person, they are intended to bear; and - securely attached to a structure or plant, and the structure or plant and the means of attachment thereto are suitable and of sufficient strength and stability for the purpose of safely supporting the equipment and any person who could fall; and • fall arrest equipment is used only where it is not reasonably practicable to use fall prevention equipment.

Fall protection Construction Regulations 2014	Where roof work is being performed on a construction site, the contractor must ensure that it is indicated in the fall protection plan that: <ul style="list-style-type: none"> • the roof work has been properly planned; • the roof erectors are competent to carry out the work; • no employee is permitted to work on roofs during inclement weather conditions or if any conditions are hazardous to the health and safety of the employee; • all covers to openings and fragile material are of sufficient strength to withstand any imposed loads; • suitable and sufficient platforms, coverings or other similar means of support have been provided to be used in such a way that the weight of any person passing across or working on or from fragile material is supported; and suitable and sufficient guard-rails, barriers and toe-boards or other similar means of protection prevent, as far as is reasonably practicable, the fall of any person, material or equipment.
Housekeeping and general safeguarding on construction sites Construction Regulations 2014	A contractor must ensure that suitable housekeeping is continuously implemented on each construction site.
Stacking and storage on construction sites Construction Regulations 2014	A contractor must ensure that: <ul style="list-style-type: none"> • a competent person is appointed in writing with the duty of supervising all stacking and storage on a construction site; • adequate storage areas are provided; • there are demarcated storage areas; and • storage areas are kept neat and under control.
Fire precautions on construction sites Construction Regulations 2014	A contractor must ensure that: <ul style="list-style-type: none"> • all appropriate measures are taken to avoid the risk of fire; • sufficient and suitable storage is provided for flammable liquids, solids and gases; • smoking is prohibited and notices in this regard are prominently displayed in all places containing readily combustible or flammable materials; • in confined spaces and other places in which flammable gases, vapours or dust can cause danger: <ul style="list-style-type: none"> - only suitably protected electrical installations and equipment, including portable lights, are used; - there are no flames or similar means of ignition; - there are conspicuous notices prohibiting smoking; - oily rags, waste and other substances liable to ignite are without delay removed to a safe place; and - adequate ventilation is provided; • combustible materials do not accumulate on the construction site; • welding, flame cutting and other hot work are done only after appropriate precautions have been taken to reduce the risk of fire; • suitable and sufficient fire-extinguishing equipment is placed at strategic locations or as may be recommended by the Fire Chief or local authority concerned, and that • such equipment is maintained in a good working order;

	<ul style="list-style-type: none"> the fire equipment is inspected by a competent person, who has been appointed in writing for that purpose, in the manner indicated by the manufacturer thereof; a sufficient number of workers are trained in the use of fire-extinguishing equipment; where appropriate, suitable visual signs are provided to clearly indicate the escape routes in the case of a fire; the means of escape is kept clear at all times; there is an effective evacuation plan providing for all: <ul style="list-style-type: none"> persons to be evacuated speedily without panic; persons to be accounted for; and plant and processes to be shut down; and a siren is installed and sounded in the event of a fire.
Offences and penalties Construction Regulations 2014	Any person who contravenes or fails to comply with any provision of these regulations is guilty of an offence and liable upon conviction to a fine or to imprisonment for a maximum of 12 months and, in the case of a continuous offence, not exceeding an additional fine of R200 or additional imprisonment of one day for each day on which the offence continues: Provided that the period of such additional imprisonment will not exceed 90 days.
Offences and penalties Occupational Health and Safety Act, 1993	Any employer who does or omits to do an act, thereby causing any person to be injured at a workplace, or, in the case of a person employed by him, to be injured at any place in the course of his employment, or any user who does or omits to do an act in connection with the use of plant or machinery, thereby causing any person to be injured, shall be guilty of an offence if that employer or user, as the case may be, would in respect of that act or omission have been guilty of the offence of culpable homicide had that act or omission caused the death of the said person, irrespective of whether or not the injury could have led to the death of such person, and on conviction be liable to a fine not exceeding R100 000 or to imprisonment for a period not exceeding two years or to both such fine and such imprisonment.
Offences and penalties Occupational Health and Safety Act, 1993	Any person who wilfully or recklessly does anything at a workplace or in connection with the use of plant or machinery which threatens the health or safety of any person, shall be guilty of an offence and on conviction be liable to a fine not exceeding R50 000 or to imprisonment for a period not exceeding one year or to both such fine and such imprisonment.
Offences and penalties General Safety Regulations 1996	Any person who contravenes or fails to comply with any provision of these regulations shall be guilty of an offence and liable, on conviction to a fine or to imprisonment for a period not exceeding six months and, in the case of a continuous offence, to an additional fine of R200 for each day on which the offence continues, or to additional imprisonment of one day for each day on which the offence continues: Provided that the period of such additional imprisonment shall in no case exceed 90 days.
Offences and penalties Environmental Regulation for Workplaces 1987	Any person who contravenes or fails to comply with any provision of these regulations shall be guilty of an offence and liable on conviction to a fine not exceeding R1 000 or to imprisonment for a period not exceeding six months and, in the case of a continuous offence, to an additional fine of R5 for each day on which the offence continues or to additional imprisonment of one day for each day on which the offence continues: Provided that the period of such additional imprisonment shall in no case exceed 90 days.

CLIENT CHECKLIST - MINIMUM REQUIREMENTS FOR A PRINCIPAL CONTRACTOR		
HEALTH AND SAFETY REQUIREMENT	MINIMUM REQUIREMENTS	MRC GROUP
Letter of Good Standing.		✓
Health & Safety and Environmental Management Plan.		✓
Health and Safety Policy (Signed and dated by CEO).		✓
Site specific Health and Safety File.		✓
Has the principal contractor made allowance for Health and Safety in their tender pricing?		✓
Is the contractor competent to carry out the works e.g. have they received the necessary training.		✓
Do ALL of the contractors' team members have a valid occupational health and safety medical certificate which declares them fit for work?		✓
Have ALL of the contractors' team members who work at heights (working 1.5 metres above the ground) have a valid certificate and has that training been given by a certified professional using the correct Unit Standards?		✓
Do ALL inspection, management and assessors of the works have a valid working at heights certificate?		✓
Has a risk a RISK Assessment been undertaken and by a competent person?		✓
Have Safe Working Procedures been established and compiled by a competent person?		✓
Has a Fall Protection Plan been created and by a competent person?		✓
In-house Hazard Identification and Risk Assessors (South African Qualifications Authority Unit Standard (SAQA US)		✓
In-house Fall Protection Planners (SAQA US)		✓
In-house Accident and Incident Investigators (SAQA US)		✓
In-house Mobile Elevating Work Platform Operators (SAQA US)		✓
In-house Scaffold Erectors and Inspectors (SAQA US)		✓
In-house Fire Fighters (SAQA US)		✓
First Aiders - Level 2 (SAQA US)		✓
South African Institute of Occupational Safety and Health Technical Member (SAIOSH)		✓



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