

MINIMUM SITE SAFETY RULES

WHS

When undertaking work for Liverpool City Council, the Contractor must develop site safety rules that are equal to or better than the following minimum set of site safety rules. The rules must be included in the WHS Management Plan and the Contractor is responsible for their implementation and monitoring.

Site safety rules must make it a condition of entry to the applicable worksite that all employees and visitors comply with their provisions, including but not limited to:

- **Construction WHS Induction** - All persons must display evidence of completing WHS Induction training before being inducted to start work on the Site.
- **Site Induction** - All persons working on the Site must attend a site induction before entering it. Visitors may enter a worksite if, either, they first attend a site induction, or if they are accompanied by a person who has attended a site induction. Each day, all persons must sign in and out on the site register.
- **Safe Work Method Statements** - Safe Work Method Statements must be prepared and used for all high risk construction work activities.
- **Toolbox Talks** - Weekly or more regular discussions must be held with workers to consult on site safety matters.
- **Safety Helmets, Safety Footwear and Safety Vests** - Safety helmets and steel-capped safety footwear must be worn by all supervisors, employees, and visitors in the construction areas at all times. The footwear must comply with AS 2210. Safety vests must be worn when moving plant is present or work is undertaken near traffic.
- **Personal Protective Equipment (PPE)** - PPE, such as safety eye protection, hearing protection, safety gloves and masks and the like, must be worn when welding, drilling and with all other tasks with similar risks.
- **Accidents and Incidents** - Accidents, incidents and injuries must be reported immediately to the Contractor's and applicable subcontractor's site representative in charge.
- **Alcohol and Drugs** - The consumption of, or being under the influence of, alcohol and illegal drugs on the Site is prohibited.
- **Amenities** - Access to clean toilets and meal facilities, cool, clean drinking water, and the other requirements of the SafeWork NSW [Code of Practice Managing the Work Environment and Facilities](#) must be provided for all persons.
- **Electrical** - All electrical work and electrical plant must comply with AS/NZS 3012:2010 *Electrical Installations – Construction and demolition sites*.
- **Emergency and Evacuation Plan** - Arrangements must be included in the Site Induction and clearly identified. Consult with any occupier of the Site to coordinate the principal contractor's emergency and evacuation plan with the emergency and evacuation plan of the occupier of the Site.

- **Excavations** - Barricading and signage for all excavations must be provided, with excavations 1.5 metres or more deep also to be benched, battered or shored unless a geotechnical report has been provided which determines this support is not required. See SafeWork NSW [Code of Practice Excavations Work](#)
- **Fire Prevention** - Fire prevention must be used by all persons on the Site. An appropriate fire extinguisher must be on hand for all welding sets and oxy acetylene work.
- **First Aid** - All persons requiring first aid treatment must contact the first aid officer who will administer the treatment and record the injury in the WorkCover Register of Injuries, including the person's name and the nature of the injury.
- **Hazardous Substances** - Chemicals and hazardous substances must be used and stored in compliance with up to date Safety Data Sheets (SDS) and details recorded in the Register of Hazardous Substances. See SafeWoek NSW [Code of Practice Managing risks of hazardous chemicals in the workplace.](#)
- **Housekeeping** - Work areas must be kept clean and tidy, with rubbish and other safety hazards cleaned up promptly. All protruding nails must be removed immediately from timber.
- **Leads and Power Tools** - All leads, power tools and electrical equipment must be inspected and tagged by a qualified person prior to their use and then at three monthly intervals.
- **Mobile Plant** - Every owner of plant must ensure plant is registered with WorkCover when required and operators are appropriately qualified. Plant must be fitted with working hazard lights/reversing lights and beepers. See the SafeWork NSW [Code of Practice Managing the Risks of Plant in the Workplace](#)
- **Overhead Power Lines and Underground electric lines-** The requirements of the Safe Work Australia [Working in the vicinity of Overhead and Underground electric lines – guidance material](#) should apply should apply.
- **Site Security and Public Access** - Security measures, including perimeter fencing, must be used to prevent unauthorised access to construction areas and ensure safe access and passage for all those on and adjacent to the Site.
- **Underground Services** – The requirements of the Safe Work Australia [Working in the vicinity of Overhead and Underground electric lines – guidance material](#) should apply.
- **Working at Heights** - Working at heights must be in accordance with WorkCover requirements, including certification of formwork and scaffolding. See the SafeWork [NSW Code of Practice Managing the Risk of Falls at Workplaces](#)

Relevant Codes and Guides can be accessed from the SafeWork NSW or the Safe Work Australia website