

14.01.1 Project Safety Risk Analysis
 - completed by Project Manager
 - determines project safety requirements and type of contractor (e.g., principal)
Must be reviewed by Construction Health and Safety Coordinator

Contractor Safety Requirements
 - completed online through ComplyWorks and reviewed at pre-job meeting.

Contractor Safety Qualification
 - subscription with Complyworks

KEY

Health and Safety

Project Manager/
Worksite Monitor

Contractor

- proposals received and reviewed by Project Manager
 - Health & Safety Program submission of top proponent sent to Health & Safety for review (not required if on vendor list)

Preparation of procurement documents by Contractor Coordinator

14.02.3 Contractor Safety Qualification Assessment
 - completed by Health & Safety if required

14.01.2a Major Project

- \$250,000 (excluding material) or
- More than one contractor or
- Longer than 15 days in duration or
- Prolonged high risk activities or
- Direction from HSE Department

14.01.2b Minor Project
 For all other projects

ComplyWorks
 Approved Pre- Qualified Contractors
 www.complyworks.com

Contractor hired

14.01.2a or 14.01.2b Project Safety Plan
 - completed by Project Manager and/or Principle Contractor

14.01.3 Project Safety Plan Assessment
 - completed by Health & Safety
 - Project Manager makes suggested changes

Pre-Job Meeting one week prior to start
Proceed to work

File all documents into Imanage
 Mm-dd-year- project name - document name

Contractor onsite

14.02.4 Pre-Start Contractor Inspection
 contractor works sign NTPC Life-Saving Rules Contract
 - completed by Worksite Monitor

Start of field work

9.1 Worksite Visit
 - completed by Worksite Monitor
 - min. one per week

14.01.5 Project Safety Audit
 - completed by Worksite Monitor
 - number of safety audits determined in Project Safety Plan

14.02.5 Contractor Monthly Safety Performance Report
 - completed by Contractor

14.01.4 Project Post-Work Safety Evaluation
 - completed by Worksite Monitor
 Uploaded to Complyworks and imanged

Project Completed

14.02.6 Contractor Post-Work Safety Evaluation
 - completed by Worksite Monitor
 Uploaded to Complyworks and imanged

