



HEALTH AND SAFETY
AUTHORITY

Construction Safety Partnership Plan 2003 – 2005



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Foreword by Frank Cunneen, Chairman, HSA

This updated Plan sets out the goals of the Construction Safety Partnership (CSP) for the next three years. It builds upon the achievements of the partnership to date. Priorities are identified for all with responsibilities including clients, designers, contractors, workers and regulators.

The CSP was set up in 1999 with the aim of improving worker safety on construction sites and reducing the unacceptable level of accidents and fatalities in the industry. Among its achievements to date is the fact that over 260,000 workers have undertaken the Safe Pass Programme, which is basic health and safety awareness training. Safe Pass is now mandatory for all working in the construction industry as is skills training for all workers engaging in safety critical activities. A substantial number of managers and safety representatives have been trained and it is now mandatory for all sites with more than 20 workers to have a site safety representative.

These achievements however must be set against the continuing high fatality and serious injury rate. This drives all of us involved in the Partnership to continue to find solutions to health, safety and welfare issues for those working in construction.

The Health and Safety Authority for its part will continue to support and work with the member organisations of the CSP in achieving these goals. These goals are set against the background of the proposed new Health Safety and Welfare at work legislation and amended Construction Regulations, which we expect to assist all of us who are working to prevent serious injuries and death on our construction sites.

I thank Minister Fahey for continuing to support the work of the CSP. I am also very much indebted to the member organisations and in particular to the individuals who have participated in CSP meetings over the past number of years. The success of the CSP owes much to their commitment.



FRANK CUNNEEN
Partnership Chairman



Message from David Begg, General Secretary, ICTU

Congress is pleased to support the next phase of the Construction Safety Partnership plan. The setting up of the original partnership in 1999 was a significant new departure which put the construction industry ahead of many other industries. The mandatory obligation to have a workers safety representative on all sites with over 20 employees has made a significant contribution to improving safety.

The Safe Pass training programme has ensured that most workers in the industry have at least a basic safety training. However 2002 was a very bad year for the industry with 21 people losing their lives. We are committed to working hard to make progress. We trust that the Minister, the Health and Safety Authority and employers will help maintain the momentum generated by the original Construction Safety Partnership to make the construction industry a safe industry.

DAVID BEGG
General Secretary
Irish Congress of Trade Unions



Message from Liam Kelleher, Director General, CIF

The Construction Industry Federation is pleased with the undoubted success of the first Construction Safety Partnership 2000-2002. In particular the industry-wide raising of awareness and the unprecedented levels of training achieved must be beneficial in our drive for continuous improvement. But we must go further than this. The second CSP Plan rightly consolidates work to date and focuses on pre-site commencement improvements relating to Planning, Design and Procurement.

Industry-wide compliance with approved safety management systems for contractors is another key improvement factor in the plan. We welcome the inclusion of CIF proposals on Public Safety, Security and Workers Compliance in the Plan for 2003-2005.

The Construction Safety Partnership requires that all Partners and Duty Holders show genuine commitment to facilitating change.

In the period of the new agreement, CIF expects to see measurable results by way of continued reduction in the rates of fatalities and accidents and a reduction in lost days, claims and insurance premiums.

CIF members are fully committed to these aims and will remain active members of the Construction Safety Partnership for 2003-2005.

LIAM KELLEHER
Director General
Construction Industry Federation

Proposals : Construction Safety Partnership Plan

2003-2005

1. Pre-Construction/Design/Procurement

- 1.01 The Construction and Safety Partnership (CSP) recognises that there are a number of high priority issues in the design and planning process that need to be tackled. This process provides a key opportunity for all those who construct, use, maintain, operate and decommission the facility over its life cycle to address health and safety issues. The co-operation of clients, designers and project supervisors will be sought to agree a strategy to progress changes within the industry in order to improve safety and health through all stages of the construction process.
- 1.02 The CSP realises that there is a need to establish and implement a pre-qualification system, with a standardised weighting system. This system will clearly focus on safety as a fundamental requirement in order to qualify to tender for a project.
- 1.03 The CSP recognises the need for new procedures for clearly identifying and resourcing the role of the Project Supervisors Construction Stage (PSCS) when pricing projects.
- 1.04 The CSP recognises the need to establish a register of competent Project Supervisors Design Stage (PSDS) and Project Supervisors Construction Stage (PSCS) in order to ensure that only those who have the necessary qualifications, experience and resources will be recognised as competent to undertake these key duty-holder positions.
- 1.05 The current registration system for specialist contractors will be extended to include other high-risk activities such as roofing, asbestos removal, demolition, and security company operations.
- 1.06 The guidelines on client best practice are intended to provide information to clients in both publicly and privately funded projects on the application of best practice from procurement stage through to decommissioning stage.
- 1.07 It is recognised that notification of projects is essential if early intervention by the Health and Safety Authority is to be achieved. Notification at the time of appointment of the PSDS and PSCS by the client is envisaged, and is currently under discussion as part of Phase 2 of the review of the Construction Regulations.
- 1.08 In order to protect workers, it is imperative that clients and designers allow adequate time-scales for all phases of construction projects. This is currently under discussion as part of Phase 2 of the review of the Construction Regulations.

- 1.09 The design stage of construction projects has an important role to play in ensuring that adequate time-scales are allowed for projects. The basis upon which these time-scales are determined needs to be documented, and this information should be included in the preliminary safety and health plan. This is currently under discussion as part of Phase 2 of the review of the Construction Regulations.
- 1.10 The safety file provides valuable information, not only in relation to future ongoing maintenance work on the completed building, but also for future construction work, including decommissioning of the building. The arrangement for preparation of the safety file is currently under consideration as part of the review of the Construction Regulations. The contents of the safety file will form part of the guidelines on the Construction Regulations.

2. Construction/Management/Control/Monitoring

- 2.01 Safety management systems, such as Safe-T-Cert, or approved equivalent, to be specified in invitations to tender.
- 2.02 It is recognised that clients, designers, PSDS, PSCS and contractors all have a part to play in protecting the public, particularly where projects are located in areas used by the public, and especially in relation to schools. Guidelines for protecting the public will apply best practice in relation to both public and privately funded projects.
- 2.03 Preparation of guidelines on site security should take into account the IS 999 standard currently established for security firms.
- 2.04 The Joint Safety Council (ICTU/CIF) approved site checklist should be promoted, and maximum use should be made of this checklist on all projects.
- 2.05 The preparation of guidelines for selecting a construction safety consultant.
- 2.06 Implement a register for safety consultants so as to ensure that only those who are competent in terms of qualifications and experience, and have adequate resources, will be recognised as fit to undertake the role of safety consultant.
- 2.07 Publish the *Guide to Site Welfare Facilities*, in order to provide guidance for small and large projects.
- 2.08 Develop a new accident record book for contractors/PSCS.

3. Consultation/Communication

- 3.01 Continue the site safety representative facilitation programme. The ICTU/CIF FETAC Certification Programme for site safety representatives to be approved by CSP/HSA and available to all representatives. Provide ongoing advice and information for site safety representatives. Support and develop further site co-operation between management and safety representatives.
- 3.02 Prepare a code of conduct on safety compliance for site workers to assist management and workers to understand compliance requirements and actions to be considered in the event of non-compliance.
- 3.03 Establish a central database of trained construction site safety representatives to ensure cost effectiveness, facilitate mobility, and monitor and communicate with site safety representatives.

4. Education/Training/Communication

- 4.01 Develop guidance and training for professionals operating in the capacity of Project Supervisor Design Stage. Initial guidance will form part of the guidelines on the Construction Regulations.
- 4.02 Develop/provide new diploma course in safety management to provide higher level safety qualifications for the construction industry.
- 4.03 Develop new materials for 'toolbox talks' and site briefings in order to provide ongoing verifiable safety training to ensure continuous awareness of risks and to provide ongoing instructions on safe work practices.
- 4.04 Extend trade specific safety training/competence in apprenticeship training. Develop a new module on trade specific safety in Phase 6. Safety to be assessed throughout the apprenticeship system.
- 4.05 FÁS Safe Pass Programme, develop renewal arrangements/options and other accredited programmes.
- 4.06 Competence in particular skills Construction Skills Certification Scheme (CSCS). Develop and promote programmes for new entrants. Development of clear recognition of accreditation of prior learning.
- 4.07 Transparent mechanism for card approval and mutual recognition between jurisdictions. Website accessible database of register of Safe Pass and Construction Skills Certification Scheme card holders to be established.
- 4.08 The CSP recognises that health and safety should be included in all third level construction related courses including architecture, quantity surveying, construction management and civil engineering. Co-operation will be sought from the professional bodies and third level institutions. Health and safety integration in third level courses in construction will be encouraged.
- 4.09 Develop and expand safety management courses and provide management training for small firms and house builders. Programme for administration staff to be developed to deal with documentation, records, reports etc.

5. Enforcement/Promotion/Research

- 5.01 Develop system for detailed analysis of accident statistics and enforcement statistics to target and prioritise areas of concern and improve compatibility of EU statistics.
- 5.02 Promotion of recognition from insurance companies for positive safety performance including certification in approved management system.
- 5.03 Establish better collaboration between Department of Social and Family Affairs, Health and Safety Authority (HSA), the insurance industry and the Personal Injuries Assessment Board (PIAB) on notification/recording of accidents, with the view to improving accuracy of statistics information.
- 5.04 HSA to have adequate resources not just for enforcement, but also for the provision of information and promotion. The CSP to support the HSA programme of work for 2003-2004.
- 5.05 Promotion of safety management systems with approved compliance standards.
- 5.06 Undertake targeted sectoral campaigns covering promotion and enforcement in design and construction stages. These campaigns are part of a European initiative co-ordinated by the Senior Labour Inspector Committee, which will run throughout 2003 and 2004. The HSA will encourage the social partners to take part in the campaigns.
- 5.07 Develop North/South and UK co-operation on construction safety and health.
- 5.08 CSP to support changes under the new Act Regulations 2004/2005.
- 5.09 CSP to prepare promotion and activities plan for Construction Safety Week in 2004.
- 5.10 Media campaigns for European Safety Weeks 2003/2004 and best practice projects. The industry to highlight the many positive initiatives and best practices in health and safety.

1 PRE-CONSTRUCTION/DESIGN/PROCUREMENT					
Rec. No	Outline of Recommendations	'A' Action	'B' Action	Proposed Date	Comments
1.01	CSP will engage with appropriate organisations to agree strategy for changes to improve safety	CSP	client professional bodies	Q3/03	
1.02	Implementation of pre-qualification system, including safety requirements, with standardised weighting system	DOE HSA	CIF FCI	Q1/04	<ul style="list-style-type: none"> Forum initiative in progress
1.03	Consider procedures for clearly identifying and resourcing the role of the PSCS when pricing projects	FCI CSP		Q2/04	
1.04	Registration system for competent PSDS and PSCS	HSA	CIF professional bodies	Q1/04	
1.05	Registration system for specialist contractors to be extended to roofing, asbestos removal, demolition and security company operations, and to include agreed safety compliance requirements	CIF HSA	ICTU security companies	Q4/04	<ul style="list-style-type: none"> IS.999 standard is established for security firms NSAI certify to this standard
1.06	Document client best practices in health and safety on public and privately funded contracts. Produce guidance/code of practice for best practice clients	HSA	CIF	Q4/03	
1.07	Introduce early notification to HSA of commencement of projects <ul style="list-style-type: none"> At appointment of PSDS At appointment of PSCS 	HSA		Q2/04	<ul style="list-style-type: none"> Presently being discussed under Phase 2 review – Objective: to allow the Health and Safety Authority earlier opportunity for intervention and monitoring of all duty holders.
1.08	Health and safety considerations to be prioritised and documented when determining time-scale for projects	HSA		Q2/04	<ul style="list-style-type: none"> Under consideration under Phase 2 review
1.09	The design stage time-scale must allow for proper development of the design in relation to health and safety matters	HSA		Q2/04	<ul style="list-style-type: none"> Outstanding from CSP – under construction consideration in review of 2001 Regulations
1.10	Improved arrangements for preparing safety file to be established <ul style="list-style-type: none"> Onus on duty holders to provide information on time 	HSA		Q2/04	<ul style="list-style-type: none"> Under consideration in Phase 2 Review

2 CONSTRUCTION/MANAGEMENT/CONTROLS/MONITORING

Rec. No	Outline of Recommendations	'A' Action	'B' Action	Proposed Date	Comments
2.01	Safety management system, such as Safe-T-Cert (or approved equivalent) to be specified in invitations to tender	DOE Clients	CIF HSA	Q4/03	<ul style="list-style-type: none"> Joint Standards Advisory Panel (NI/ROI) agrees standards for Safe-T-Cert
2.02	Develop guidelines on protecting the public for: <ul style="list-style-type: none"> Clients Designers/PSDS Contractors/PSCS Schools/Community Groups 	HSA CIF DOE		Q1/04	<ul style="list-style-type: none"> Best practice when projects are in close proximity to public, with particular emphasis on schools etc. Civil/building projects
2.03	Preparation of guidelines on site security	ICTU CIF HSA		Q3/04	
2.04	The Joint Safety Council (ICTU/CIF) approved site checklist to be promoted, and maximum use made of checklist on all projects	HSA ICTU CIF		Q3/03	<ul style="list-style-type: none"> To provide consistency and use of approved documents
2.05	Guidelines for selecting a construction safety consultant	CIF ICTU	HSA	Q2/04	
2.06	Registration for safety consultants	HSA CIF ICTU	IOSH	Q4/05	
2.07	Publish <i>Guide to Site Welfare Facilities</i>	JSC (CIF / ICTU)	HSA	Q3/04	Document to consider various sized projects and give sample layouts Consider award for excellence in EU Construction Week 2004
2.08	Develop new accident record book for contractors/PSCS	CIF		Q1/04	

3 CONSULTATION/COMMUNICATION

Rec. No	Outline of Recommendations	'A' Action	'B' Action	Proposed Date	Comments
3.01	<p>Continue site safety representative facilitation programme</p> <p>Programmes for site safety representative including ICTU/CIF programmes must be approved by FETAC and available to all safety representatives</p> <p>Provide ongoing advice and information for site safety representatives</p> <p>Support and develop further on-site co-operation between management and safety representatives</p>	HSA ICTU CIF	FÁS	Q4/03	
3.02	Prepare a code of conduct on safety compliance for site workers	ICTU CIF HSA	FÁS	Q4/03	
3.03	Establish central database of trained construction site safety representatives	ICTU CIF	FÁS	Q1/04	<ul style="list-style-type: none"> To incorporate organisations working outside the CSP

4 EDUCATION/TRAINING/COMPETENCE						
Rec. No	Outline of Recommendations	'A' Action	'B' Action	Proposed Date	Comments	
4.01	Develop guidance and training for professionals operating in capacity of project supervisor for design	HSA	IOSH professional bodies	Q4/05	<ul style="list-style-type: none"> Initial guidance on Regulations Q2/04 	
4.02	Develop/provide new diploma course in construction safety management	HSA CIF DCU		Q3/04		
4.03	Develop new materials for 'toolbox talks' and site briefings to provide ongoing verifiable safety training	ICTU CIF JSC	HSA FÁS	Q3/04	<ul style="list-style-type: none"> Pilot programme Q1/04 	
4.04	<ul style="list-style-type: none"> Extend trade specific safety training/competency in apprenticeship training New module on trade specific safety in Phase 6 Safety to be assessed throughout the apprenticeship system 	FÁS	ICTU CIF	Q2/04	<ul style="list-style-type: none"> Integrate safety/safety related issues into syllabus e.g. electricians – use of mobile tower etc. FÁS apprenticeship syllabus under review in 2003. 	
4.05	FÁS Safe Pass Programme <ul style="list-style-type: none"> Agree Renewal Arrangements/Options Agree other accredited programmes 	FÁS	HSA CIF ICTU	Q1/04		
4.06	Competence in particular skills (CSCS): <ul style="list-style-type: none"> Develop and promote programmes for new entrants Development of clear recognition of Accreditation of Prior Learning (APL) Increased recognition of card holders from other jurisdictions 	HSA FÁS	CIF ICTU	Ongoing	<ul style="list-style-type: none"> Review/Evaluate CSCS 	
4.07	<ul style="list-style-type: none"> Transparent mechanism for card approval and mutual recognition between jurisdictions Website accessible database of register of Safe Pass and Construction Skills Certification Scheme card holders to be established 	HSA FÁS	CIF ICTU	Ongoing		
4.08	Health and safety integration in third level courses in construction e.g. architecture, quantity surveying, construction management and civil engineering	HSA	Professional bodies FETAC NQAI	Q4/05		
4.09	Develop and expand construction safety management courses <ul style="list-style-type: none"> Expand safety management training and training for administration staff. To be developed to deal with documentation records, reports etc. 	CIF	IOSH FÁS FETAC	Ongoing Q2/04	Approved management training – CIF/IOSH new safety management for house builders/small firms	

ENFORCEMENT/PROMOTION/RESEARCH						
Rec. No	Outline of Recommendations	'A' Action	'B' Action	Proposed Date	Comments	
5.01	Develop system for detailed analysis of: <ul style="list-style-type: none"> • accident statistics • enforcement statistics to target and prioritise areas of concern and improve comparability of EU statistics	HSA		Ongoing	<ul style="list-style-type: none"> • Endeavour to target resources based on known problem areas • Possible on-line notification system. 	
5.02	Promotion of recognition from insurance companies for positive safety performance including certification in approved management system. <ul style="list-style-type: none"> • Clear discounts for proven performance 	HSA IIF CIF	CIF	Q4/04	<ul style="list-style-type: none"> • Develop transparent discount scheme for positive safety performance. 	
5.03	Establish better collaboration between Department of Social and Family Affairs, HSA and insurance industry and PIAB on notification/recording of accidents, with a view to improving accuracy of statistical information	HSA		Ongoing		
5.04	<ul style="list-style-type: none"> • HSA to have adequate resources, not just for enforcement, but also for provision of information and promotion. • CSP to support the HSA programme of work for 2003/2004 	DETE HSA	ALL	Ongoing	<ul style="list-style-type: none"> • Concern over the reduction of site inspections 	
5.05	Promotion of safety management systems with approved compliance standards The Industry/HSA to highlight the many positive initiatives and best practice in health and safety	ALL		Ongoing	<ul style="list-style-type: none"> • Safe-T-Cert or similar system for contractors to be promoted 	

5 ENFORCEMENT/PROMOTION/RESEARCH					
Rec. No.	Outline of Recommendations	'A' Action	'B' Action	Proposed Date	Comments
5.06	Undertake targeted sectoral campaigns covering promotion and enforcement in design and construction stages	HSA		Ongoing	<u>European Safety Campaigns (June/September 2003)</u> <ul style="list-style-type: none"> • Interim Report Q4/04 • The HSA will be encouraging the social partners to take part in campaign, which is co-ordinated by Senior Labour Inspector Committee (SLIC)
5.07	Develop North, South and UK co-operation on construction safety and health.	HSA	JSC	Ongoing	
5.08	CSP to support changes in new Act/Regulations 2004/2005	HSA	ALL	Ongoing	
5.09	CSP to prepare promotion and activities plan for European Safety Week in 2004	HSA	ALL	Ongoing	
5.10	Media campaign to promote: safety campaign (e.g. European Safety Week 2003/2004/best practice projects – small/medium and large)	HSA	ALL	Ongoing	

Abbreviations

‘A’ Action	Denotes body responsible for primary action
‘B’ Action	Denotes body responsible for secondary action
CIFF	Construction Industry Federation
CSP	Construction Safety Partnership Plan
DETE	Department of Enterprise Trade and Employment
DOE	Department of Environment and Local Government
DCU	Dublin City University
DSCFA	Department of Social, Community & Family Affairs
FÁS	FÁS – Training and Employment Agency
FCI	Forum for the Construction Industry
FETAC	Further Education & Training Awards Council
HSA	Health and Safety Authority
ICTU	Irish Congress of Trade Unions
IIF	Irish Insurance Federation
IOSH	Institute of Occupational Safety & Health
IPFMA	Irish Property & Facility Managers Association
JSC	Joint Safety Council
NQAI	National Qualifications Authority of Ireland
NSAI	National Standards Authority of Ireland
PIAB	Personal Injuries Assessment Board
PSCS	Project Supervisor Construction Stage
PSDS	Project Supervisor Design Stage
SLIC	Senior Labour Inspector Committee



Most immediate priority areas.