

## **Target Activities for Inspection**

### **Target Activity 1: Site works and precautions involving working at height**

1. Workplace where there is a risk of a person falling a distance and becoming likely to sustain personal injury. This has to be identified with appropriate control measures implemented (e.g. access points to fragile surfaces, stairs, lift shaft and floor openings, roof edges, etc.).
2. Access and egress or equipment for such purposes such as ladder is of good and sound construction, well maintained and regularly inspected and properly used.
3. Erection / dismantling / alteration of scaffolding or working platform for structure of building, plant or temporary structure should be identified and safety practices adopted (e.g. method statement).
4. Use of equipment or aid related to working at height including hop up platforms, step platform, trestle, mobile tower scaffold and mechanical elevated working platform and fall arresting device etc.

### **Target Activity 2: Site works and precautions involving materials falling from height**

1. Steps should be taken for proper housekeeping to prevent displacement or fall of objects.
2. Steps should be taken to ensure scaffolding materials, tools or other objects and materials are properly lowered in a safe manner by means of a lifting appliance or lifting gear.
3. Steps should be taken to prevent scaffolding materials, tools or other objects and materials from being thrown, tipped or shot down from a height where they are liable to cause injury to persons on or near a site.
4. Precautions shall be taken to protect workers employed at a site and the public from falling materials or flying debris.

### **Target Activity 3: Site works and precautions involving housekeeping**

#### General

1. Daily jobsite cleanup program.
2. Disposal of rubbish.
3. Individual cleanup duties for all workers.
4. Materials piled, stacked, or otherwise stored to prevent tipping and collapsing.
5. Materials stored away from overhead power lines.
6. Work and travel areas kept tidy, well-lit, and ventilated.
7. Signs posted to warn workers of hazardous areas.

### Specific

1. Keeping stairways, passageways, and gangways free of material, supplies, and obstructions at all times.
2. Lowering debris by means of a chute or other approved devices.
3. Projecting nails removing or bending and projecting objects protection.

### Storage

1. Storage areas should be at least 2 metres (6 feet) from edge of roof or floor openings, excavations, or any open edges where material may fall off.
2. Bagged or sacked material should be stacked or cross-piled on skids and should not be more than 10 bags high and should not exceed design load of structure (loading as approved by Contract Manager (CM)) to prevent overloading and material from falling, rolling, overturning or breaking.

## **Target Activity 4: Site works and precautions involving lifting operations by lifting appliances**

### Lifting plant operation

1. Lifting appliance with valid statutory certificates.
2. Lifting gear with valid statutory certificates and indication of safe working load.
3. Using the lifting gear inspected by competent person.
4. Operators, signalers and slingers possessing valid certificates.
5. Lifting material with sling legs forming an angle less than 45 degrees to vertical.
6. Mobile crane properly extends the outriggers if provided during lifting operation.

### Lifting work safe behaviour

1. Rigging the material properly before lifting operation.
2. Lifting load (including material) routing not to cross over workers.
3. Use of guide rope sling for holding the loading object.
4. Operative and site supervisory staff of contractor should wear high visible clothing.

### **Target Activity 5: Electrical supply system**

1. Provision of safe electrical supply system (General Safe Practice such as log book recording regular checks, maintenance, repair, extension and alteration, appropriate signage/notice displayed to warn electrical hazard and live parts; and appropriate notice for treatment of electrical shock and resuscitation, in both English and Chinese, displayed in areas where electricity is used).
2. Provision of lockable temporary distribution boards of securely mounted supports and with suitable main switches; and generators properly earthed with exhaust fumes properly discharged.
3. Appropriate earth leakage protection devices provided to electrical supply system.
4. Use of reduced low voltage systems\* for portable and hand-held tools and temporary site lighting. Use of cordless handheld tools as required under specification. (\*A safety source of 110 volts obtained by use of an isolating transformer having the centre tap of the secondary winding earthed so that the normal voltage of circuit to earth does not exceed 55 volts.)