

Seminar on Construction Safety in Japan, Accident/
Incident Reporting, Safety Alert System & Return of Site
Labour Deployment and Employment

Alert System for Monitoring Performance in Site Safety

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19 October 2010



List Management and Monitoring of Contractors' Performance

Procurement Review & List Management Board (PRLMB)

- List Management Regulatory Actions (e.g. Removal, Suspension, Warning and Interview etc.)

Contractors Review Committee (CRC)

- Review and Rating of Quarterly Performance Reports
- Adverse Report, Warning, Reminder, Interview etc.

Contract Manager (CM)

- Contractual Obligations
- PASS, Warning, Reminder, Interview etc.



List Management and Monitoring of Contractors' Performance

Procurement Review & List Management Board (PRLMB)

Membership –

- ▶ DD(DC) (Chairperson)
- ▶ DD(EM)
- ▶ AD(DP)
- ▶ AD(P)1
- ▶ AD(P)2
- ▶ AD(EM)1
- ▶ AD(EM)2
- ▶ CA/P (Secretary)

Terms of Reference (related to contractors' performance) –

- ▶ Approval of regulatory actions
- ▶ Review of objection lodged by contractors with regard to the taking of regulatory actions



List Management and Monitoring of Contractors' Performance

Contractors Review Committee (CRC)

Membership –

- ▶ The relevant AD (Chairperson)
- ▶ All relevant Chief Professionals
- ▶ The relevant SM/P (Secretary)

Terms of Reference (related to contractors' performance) –

- ▶ Review contractors' performance assessment
- ▶ Review of objection lodged by contractors with regard to the performance assessment scores and ratings
- ▶ Recommend regulatory actions to PRLMB with respect to the non-performance of contractors



Regulatory Actions Due to Site Safety Performance

- ▶ List Management as a tool in performance monitoring to ensure –
 - Only suitable competent business partners are allowed to tender for HA contracts;
 - Pressure is put on the business partners to improve their performance; and
 - Business partners are all treated alike decisively with consistency and fairness.

- ▶ Poor site safety performance is one of the deficiencies resulting to “Adverse” rating in the performance assessment report.

- ▶ Under normal circumstances, progressive regulatory actions against defaulting business partners will be imposed (e.g. warning letters, adverse report, suspension from tendering, removal from the list etc.)

Reference: [Guide to Registration of Works Contractors and Property Management Services Providers](#)
(工程承辦商及物業管理服務供應商登記指引)



Alert and Warning Trigger on Account of Accident Rate

- ▶ One of the safety performance indicators in assessing contractors' performance in each contract.
- ▶ Only applicable to New Works building contracts already commenced for more than 1 year
- ▶ With effect from 1 July 2009, i.e. the quarter from July to September 2009

- ▶ Annualized Accumulative Project Accident Rate (AR) :

$$\frac{\Sigma \text{ Total cumulative no. of reportable accident}}{\text{Average daily no. of workers}} \times 1000 \times \frac{365 \text{ (days)}}{\text{Contract duration (days)}}$$

Note : The total cumulative no. of reportable accident, average daily no. of workers and contract duration are to be counted from contract commencement to a quarterly cut off date (for on-going contract) or the certified substantial completion date (for completed contract).

- ▶ For site with average daily no. of workers less than 80, any triggered case will be examined by CRC against other performance indicators such as PASS safety scores, HASAS scores and safety convictions etc.



(A) Triggering criteria for Contract Manager Reminder

$12 < AR \leq 15$

- One-off Reminder letter by Contract Manager
- Contractor to submit “safety improvement proposal” for review by the Site Safety Committee and during the quarterly safety audit

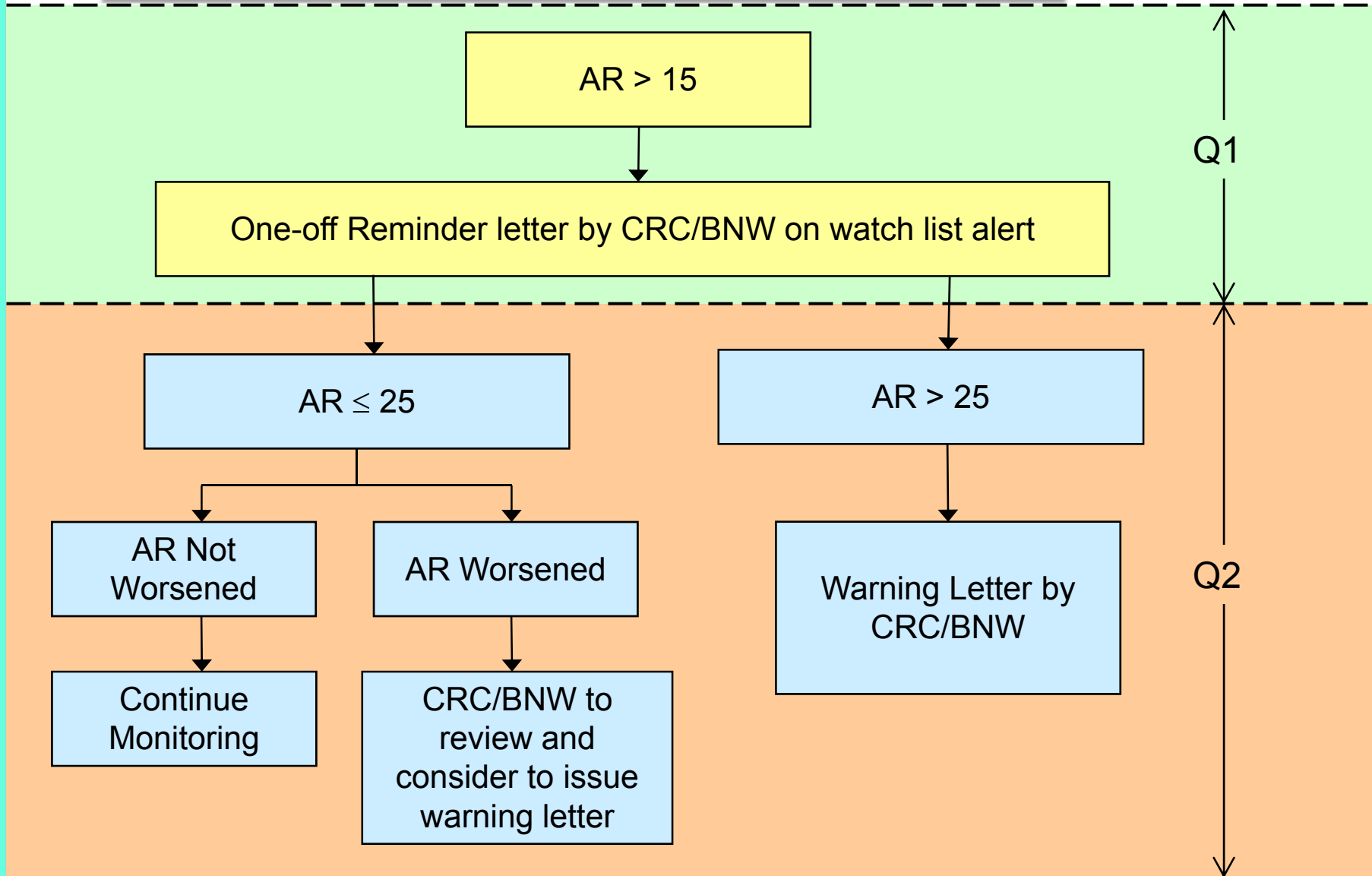
Continue Monitoring

Q1

Q2



(B) Triggering criteria for CRC Reminder / Warning



Note: For continuously high annualized accumulative project accident rate, CRC will consider the case and decide for necessary action.



Thank you

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