



Construction and Construction Management
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Health, Safety & Environmental (HSE) **Plan Of Build Asia**

HSE Plan

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Section 1 BUILD ASIA's HSE Policy and Commitment

1. BUILD ASIA HSE policy

Safety-based, cherish life and property

Environment protection oriented, build greenness awareness

Abide by rules and regulations, take precautions for improvement

Project safety, zero injuries and zero accident

2 BUILD ASIA's HSE management objective

Zero accident, zero injuries, zero environment pollution

3 BUILD ASIA's HSE management commitment

BUILD ASIA protects all the project members and other people in the area in terms of safety, environment and health by adherence to project HSE management system that is continuously improved, and accomplishes projects timely and safely and in high quality by creating safe work environment, providing necessary resources and improving construction technology and refining process management and regular inspection/ control/ improve.

Abide by related national and international laws, rules and regulations and industrial standards, and carry out construction activities within the limit of HSE laws and rules and stick to HSE requirements with the same attitude in all the projects.

All the members of BUILD ASIA have responsibilities for HSE management work, and we will raise their HSE management awareness and competence by means of scientific and effective training programs.

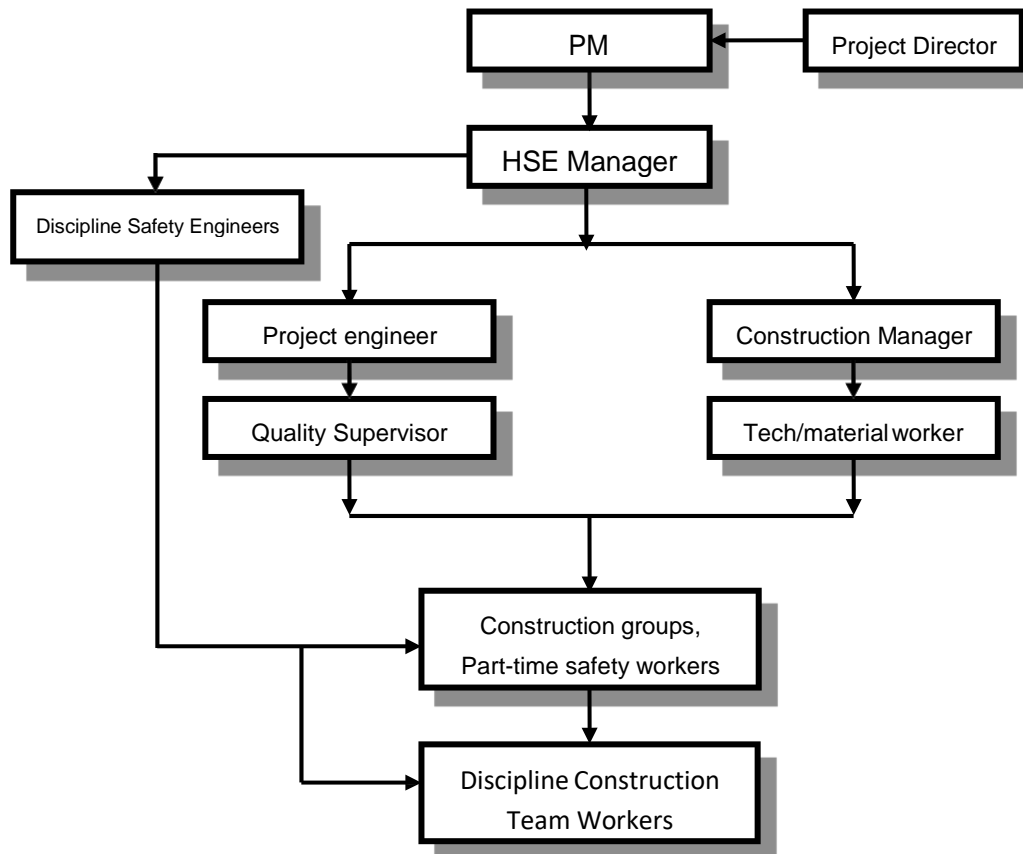
BUILD ASIA will provide necessary manpower, materials and financial resources to improve work conditions and environment for our employees to achieve our HSE objectives.

BUILD ASIA will commend and award employees with outstanding work performance in terms of project HSE management.

BUILD ASIA's final objectives are zero accident, zero hazard to the health of the employees and zero damage to ambient environment.

Section 2 Project HSE organization system and responsibilities

1. Project HSE organization chart



2. HSE responsibilities

Project Manager

1. He is the first leading responsible person for HSE management.
2. He is responsible for setting up HSE management team and defining HSE responsibilities.
3. He should fill in "Construction Hazardous Behavior Observation Sheet" and participate in weekly safety inspection, evaluation, review and remedy meetings.
4. He should review and approve HSE documents and support HSE management financially and in terms of resources.
5. Comment on HSE management and execution status at weekly meeting and ask related

persons to rectify defects, if any.

6. He should, together with HSE Manager, participate in HSE meetings or activities hold by the local government and Owner.

7. He should, together with HSE Manager, make and implement emergency response plans, make records and keep them on file.

8. He should, together with construction manager and project engineers, participate in investigation of all the safety accidents, make records for filing, and take actions to prevent them from reoccurring.

HSE Manager

1. He is the top leader of HSE management, with overall responsibility for HSE management execution.

2. He is responsible for coordinating HSE management team and define project construction safety management responsibility.

3. He is responsible for organizing, directing and integrating project HSE execution plans, and developing, reviewing and submitting for approval and improving HSE procedures and schedule.

4. He is responsible for planning, organizing, coordinating and integrating construction resources, making records and keeping them on file.

5. He is responsible for managing, training, coordinating and assessing HSE supervisors, making records and keeping them on file.

6. He is responsible for collecting qualification certificates of construction workers and organizing safety training and assessment for workers and visitors, inspecting an testing safety performance of construction equipment and tools, and submitting it to Owner for review and approval, making records and keeping them on file.

7. He is responsible for implementing HSE plans and holding safety orientation meeting, putting up safety slogan and warnings and signs at appropriate places.

8. He is responsible for applying for hazardous work permit and safety analysis before work and putting up acceptable safety signs after review or inspection at safety entrances or hazardous places.

9. He, together with HSE supervisors, should monitor site safety status, mobilize or organize all the construction workers to complete "Construction Hazardous Behavior Observation Sheet", collect and analyze the frequency of hazardous behaviors, and take actions for severe problems to ensure continuous improvement in HSE management, and document and keep it on file.

10. He is responsible for organizing weekly construction safety review and assessment, implementing the results which is linked to economic profits of various construction groups, and

make records and keep them on file.

11. He should participate in weekly meeting or special coordinating meeting hold by Project Manager, Site Manager and Project Engineers, and present safety status to all the project management personnel, analyze causes for problems and take corrective measures, and talk about safety risks and key points of management for the next week. He should also take notes of safety problems raised at the meeting and keep them on file.

12. He should participate in HSE management and communication meetings with the presence of Owner, Management Company, Supervision Company, related government dept. and head office, and take notes of their oral or written suggestions and requirements, and feedback them to certain persons for solutions, and keep them on file.

13. He should make emergency response plans and have them implemented, and make records and keep them on file.

14. He is responsible for investigating, reporting and disposing safety accidents, and making records and keeping them on file, and taking precautions to prevent them from happening again.

15. He is responsible for collecting and sorting out and documenting all the HSE management documents and putting them on certain project archives.

16. He should participate in as-built acceptance and handover works and be responsible for closing-out management work.

Project Engineer

1. He is the person offering technical support to HSE management.

2. He should participate in setting up HSE management team and defining HSE management responsibilities.

3. He should fill in "Construction Hazardous Behavior Observation Sheet" and participate in weekly safety inspection, evaluation, review and remedy meetings.

4. He should participate in safety performance inspection of construction equipment hold by HSE Manager and offer technical support, and help make important technical schemes and reviews.

5. He should participate in weekly meeting reviewing HSE management and safety status or ask certain persons from his own dept. to take remedial actions or provide technical support.

6. He should help HSE Manager make emergency response plans and implement them.

7. He should participate in investigation and settlement of safety accidents organized by HSE Manager, make records and keep them on file, and help make precautions to prevent accidents from happening again.

8. He should offer technical support to HSE Manager in collecting and sorting out HSE

management documents and keeping them on file.

Construction Manager

- 1 . He should organize construction workers to implement HSE requirements and provide resources and help implement HSE management.
- 2 . He should participate in setting up HSE management team and making HSE management responsibilities.
- 3 . He should fill in “Construction Hazardous Behavior Observation Sheet” and participate in weekly safety inspection, evaluation, review and remedy meetings.
- 4 . He should organize safety performance inspection of construction equipment hold by HSE Manager, and help make important technical schemes and reviews.
5. Communicate with HSE Manager actively upon construction plans making sure that necessary safety measures are put in place before work with the assistance of HSE Manager or HSE management team.
6. He should participate in weekly meeting reviewing HSE management and safety status or ask certain persons from his dept. to take remedial actions.
7. He should organize resources and help HSE Manager make emergency response plans and implement them.
- 8 . He should participate in investigation and settlement of safety accidents organized by HSE Manager, make records and keep them on file, and help make precautions to prevent accidents from happening again.

HSE Supervisor

1. He, as an assistant, should help HSE Manager handle all the safety issues.
2. He should help HSE Manager make HSE plans and procedures.
3. He should help HSE Manager plan, organize, coordinate, integrate and manage all the necessary resources for safe construction, and make records and put them on file.
4. He should participate in HSE management, training and coordinating meetings hold by HSE Manager, and make records and put them on file.
5. He should help HSE Manager collect qualification certificates of workers, organize HSE training and assessment for workers and visitors, carry out safety performance test and inspection of construction equipment and submit them to Owner for review and approval, and make records and put them on file.
6. He should help HSE manager to organize orientation meeting to introduce requirements of HSE plan execution, and put up HSE slogan and warnings at proper places.

7. He should report to HSE Manager and help him apply for hazardous work permit and conduct safety analysis before work, and put up acceptable safety signs and warnings at entrances or hazardous areas.
8. He should track down on site safety status, organize all the construction workers to fill in "Construction Hazardous Behavior Observation Sheet", collect the completed sheets and analyze the frequency of these behaviors, and help HSE Manager solve important issues to ensure continuous improvement in HSE management and keep them on file.
9. He should help HSE Manager with weekly construction safety review and assessment, resolve and confirm the raised problems from assessment action.
10. He should participate in weekly meeting or special coordinating meetings hold by Project Manager, HSE Manager, Site Manager and Project Engineers, and solve all the safety meetings of concern, and make records and put them on file.
11. He should participate in HSE management and communication meetings hold by Owner, Management Company, Supervision Company, related government dept. and head office, and help HSE Manager write down their oral or written opinions or requirements and feedback them to certain persons for solutions and make records and keep them on file.
12. He should help HSE Manager make emergency response plans, make records and keep them on file.
13. He should help HSE Manager investigate and report and solve all the safety accidents, make records and keep them on file, and make remedial actions to prevent accidents from happening again.
14. He should help HSE Manager collect, sort out and file all the HSE management documents, and put them on certain project archives.
15. He should, if necessary, participate in as-built acceptance and project handover as well as close-out management works.

Construction Management Personnel

1. He should be the part-time supervisor to make sure all HSE requirements are met, and should provide resources and support for HSE management.
2. He should fill in "Construction Hazardous Behavior Observation Sheet" and participate in weekly safety inspection, evaluation, review and remedy meetings.
3. He should participate in safety performance inspection of construction equipment hold by HSE Manager, and help make important technical schemes and reviews.
4. Communicate with HSE Manager actively upon construction plans making sure that necessary

safety measures are put in place before work with the assistance of HSE Manager or HSE management team.

5. He should participate in weekly meeting reviewing HSE management and safety status or ask certain persons from his dept. to take remedial actions.

6. He should organize resources and help HSE Manager make emergency response plans and implement them.

7. He should participate in investigation and settlement of safety accidents organized by HSE Manager, make records and keep them on file, and help make precautions to prevent accidents from happening again.

Construction Worker

1. He should implement HSE requirements.

2. He should be subject to internal safety training and pass safety exam and wear a badge before access to site.

3. He should be equipped with acceptable PPE and a badge before entering site through the route as indicated by Owner or BUILD ASIA.

4. He should participate in HSE orientation and toolbox meetings organized by supervisors, and have a clear understanding of construction processes.

5. He should have a clear idea of the performance of construction equipment and tools he is going to use, and make sure the construction environment and facilities are inspected and correctly labeled before work. In case of substandard equipment and construction conditions, report to his direct supervisor making sure these hazardous factors are removed on time.

6. He should eliminate hazardous factors immediately as per instructions of his supervisor or HSE management personnel, clean up the work place before going off work making sure construction power and water systems etc are switched off.

7. In case of any safety accident, he should report to its supervisor or HSE management personnel and protect the accident scene and help HSE management personnel with accident investigation and rectification.

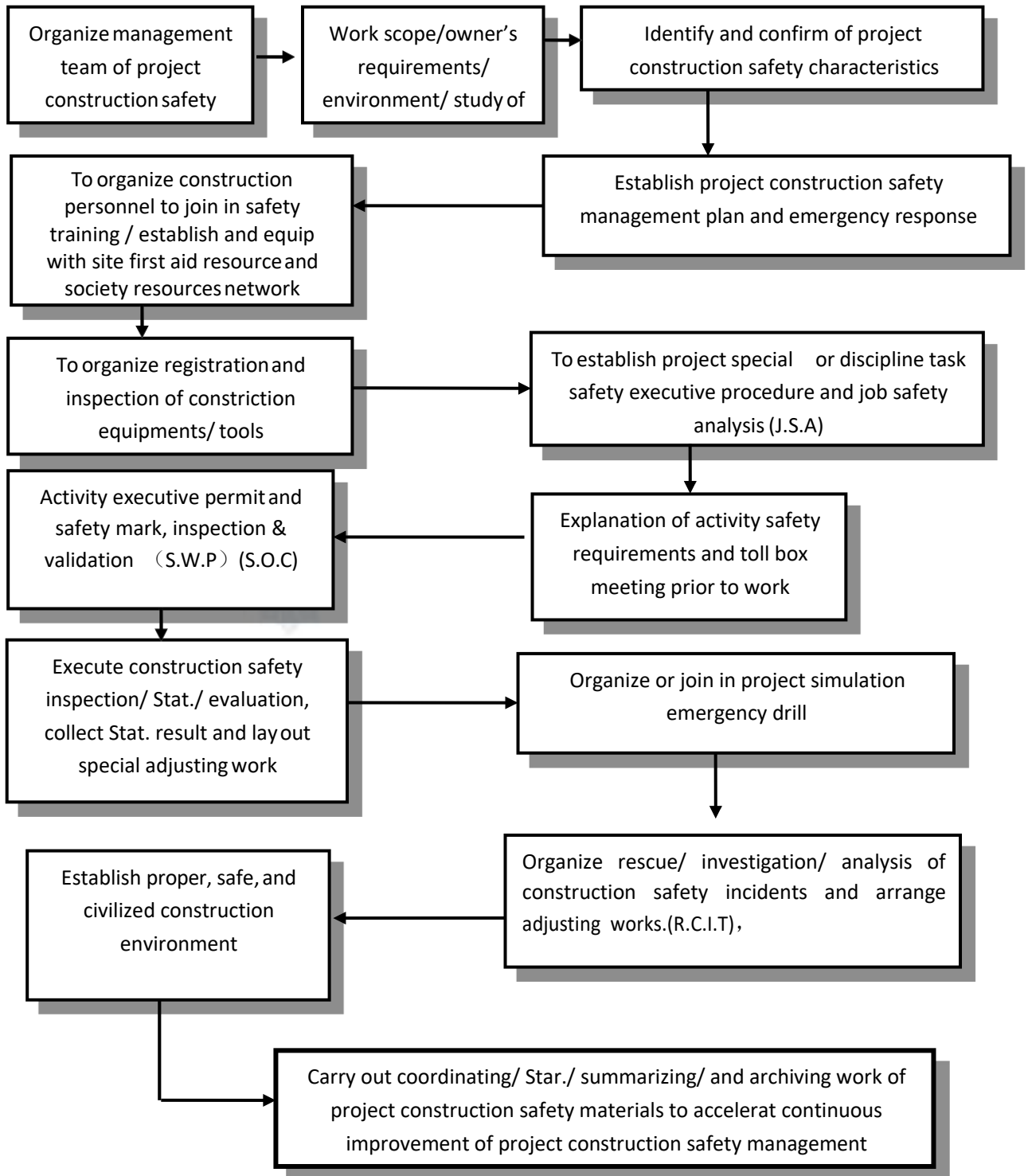
8. He should implement emergency response plans made by HSE Manager and construction workers and retreat from the site.

Section 3 Project Construction General Rules & Procedure of HSE Management

Establish a responsibility system under which project manager is the first responsible person for construction safety, HSE manager is responsible for establishing project HSE management system and procedure, and HSE manager and workers are responsible for HSE management supervision, and construction manager, project engineers and technicians work together to formulate HSE management execution assurance system and post management system and award and punishment system.

Conduct construction management to make sure rules and regulations upon safe operation are strictly followed, and supervise management as per building construction HSE management standards.

1. HSE management process & execution flow



2. Project Construction Safety Risk Verify/ Assessment/ Prevention Procedure

All construction activities shall be equipped with Safety Activity Plan established according to requirements of state, local government and owner; Safety Activity Plan must define: description of activity scope/ construction activity procedure or construction process/ Job safety analysis/ assessment/ prevention action or measure/ responsibility definition/ pre-tack analysis. After inspecting and confirming of all grades of management personnel and executive personnel, issue Safety Work Permit to make sure all activities are under control. See example in the following chart and see details in section five: project construction safety specific procedure.

Project Discipline Construction Activities Risk Verify & Assessment Sheet:

No.	Activity Description	Hazards/ Risks	Risk Class	Prevention Action	Action By	Action When	Status
1			P1	Design/Substitution Redesign/SWP/PPE Separation/Training Administration			O
2			P2				C

Notice:

Risk Class Spec.	Prevention Action Spec.	Status Spec.
P1: Potential Death, Permanent Disability or Major Structural Damage or Potential Incident resulting in permanent or significant detrimental impact on the natural or built environment.	Design: Design hazards out. Substitution: Replace the material or process with a less hazardous one. Redesign: Redesign the equipment to reduce or move the hazard. . SWP/PPE: Using safe work permit with personal protective safety Equipment.	O: Open
P2: Potential Temporary Disability or Minor Structural Damage or Potential Incident that could impact on environmental elements (natural or built) that can be contained and remediated with no long-term effect. Any potential for exceedence of a Statutory License/Permit condition.	Separation: Isolate the hazard by enclosing or guarding. Administration: Adjusting the time or conditions of exposure to risk. Training: Training and selecting persons to suit the skills required.	C: Closed

3. Main HSE management Rules

HSE responsibility system

Establish a safe construction responsibility system at various levels from project manager, HSE manager, construction manager, project engineer, technicians, quality inspectors and other management personnel to foreman and workers. Define and cascade responsibilities to specific persons. HSE Manager and supervising engineers are nominated in Project Manager Dept., and safety inspector in project team, and part-time safety workers in construction groups.

Safety training system

Implement safety training system at three levels to raise safety awareness among workers and safety management to a higher level promote the capability of preventing accidents. Persons denied the safety training are not allowed to access the site, not to mention walk or work on site.

Insist on safety study for at least 2 hours per week, and attend safety technical courses regularly. Operators for special works must be subject to safety training and are not allowed to work without a certificate after exam.

Technical orientation system

Project Management Team and various project teams should make safety plans on the basis of project characteristics and hold orientation meeting for workers before start of work. Do not work without safety measures and technical orientation meeting.

Safety inspection system

Safety inspection, as an important means of HSE management, is aimed at finding and inspecting potential hazards, preventing offences, implementing safety rules and standards, dissolving potential hazards and promoting HSE management. Implement regular safety inspection during construction, twice per month in Project Manager Dept. and once per week in construction

groups. Project team leader or foreman takes the lead in inspecting with presence of related persons. Fill in "HSE Inspection record", define inspectors, inspection date and supervisor etc.

HSE supervisors patrol the site on a daily basis. In case of problems, urge related persons for correction on time. HSE workers should fill in Daily Petrol Record on time. For boiler, pressure vessel, hazardous chemicals, construction power, rigging machinery, electric tools, scaffold, excavating and overhead works and PPE, inspect on a week basis and complete HSE inspection records, and conduct safety, fire prevention and sanitary inspection according to climate and

seasonal characteristics, like heatstroke prevention and temperature reduction, flood and collapse prevention. Project Manager Dept. will also carry out random HSE inspection and impose punishment on offenders by warning or deposing to ensure safe construction.

HSE design system

Before start of work, roll out detailed safety design regarding vulnerable areas underlying severe potential hazards like shoring of foundation pit during excavation, to prevent accident from happening.

HSE handover system

Workers in shifts should stick to handover system, including safety concerns.

HSE meeting

Hold one-hour HSE meeting from 6:00-7:00am every Monday, summarizing HSE works last week and discussing work priorities this works and seek solutions.

Pre-job Tool-box Meeting and LOTO

Hold HSE tool-box meeting before start of work every day, and work with a **Log-out and Tag-out** and implement handover procedure and records.

Accident report system

Leaders at various levels must take care of all kinds of accidents. It is forbidden to keep any accident in dark.

Accident report: in case of severe casualties, project supervisors should report head office, local labor dept., prosecutorial organization and Management Company and Supervision Company immediately.

Potential hazards control report: for potential hazards raised by local authority, head office and Management Company, project team should take corrective measures on time and inspect by itself and then report to superior depts.

4 .Safety responsibility agreement

Project Manager must sign project safety responsibility agreement with General Manager and all construction workers sign with Project Manager, defining clearly HSE rules, responsibilities and

obligations, letting them know all the processes from gate house management to PPE, from HSE training before work to specific work procedures and issue of hazardous work permit etc, making them take the initiative to get involved in HSE management process.

5. PPE

The project dept. has the obligation to provide workers with PPE including helmet, safety footwear, hearing protection, goggles, breathing equipment, gloves, safety belt and overalls etc according to state, local and Owner's HSE management rules.

6. Safety orientation and training requirements

Safety orientation

Anyone involved in this project should receive a safety orientation or training first prior to his entrance to site. Nobody is allowed to site without such training from the owner or the management company. Neither entrance nor work on site is allowed without such training.

Visitors to this project should be accompanied with project personnel and approved prior to entrance.

BUILD ASIA's Contents for safety training

- Policy and target for safety
- Rules for entrance, loading & unloading as well as traffic of vehicles on site
- Regulations to fight against high temperature, drug and alcoholic
- PPE
- Special Construction Equipments and Tools Usage and Operation
- Safety Management Regulation for Pre-activity、 During-activity、 Post-activity
- Regulations for civilized work
- Work permitting system
- Fire fighting training
- For emergency
- Regulation for Construction Safety Review、 Assessment、 Audit、 Correction、 Encouragement & Punishment

6.2 Safety test

All attendees of the training should pass the test thereof, which is carried out in written form and the results thereafter are kept. Those fail the test should attend another training and the test as

well prior to entry. People who have passed the exam can be admitted to site with a permit

7. Inspection of construction equipment and tools for safety

All construction tools and equipment must be suitable and adequate for the purpose. Tools should be CE marked, (or comply with equivalent standards).

Guards and electrical trip switches must work effectively and must not be removed or by-passed.

All tools shall be maintained in a safe working condition.

We shall provide suitable storage approved by OWNER with suitable racks and bins for storing tools and equipment.

We shall nominate or employ the services of a competent qualified electrician to inspect and tag electrically powered hand tools, transformers, distribution boards, extension cables etc. on a monthly basis at least. The tag shall display name and signature of the individual inspecting the tool, date of inspection and shall be ticked to indicate the tool is safe for use. CONTRACTOR shall forward the name and qualification of the qualified electrician to OWNER for approval prior to the appointment of the position.

We shall keep on site a register of all electrically powered hand tools in use, including the following details:

Individual identity number of the tool.

Name, signature and OWNER of the qualified electrician carrying out the inspection,

Date of inspection.

Remarks on condition of tool and whether repaired or withdrawn from use.

No electrically powered hand tool shall be used unless it is tagged with a current 'SAFE FOR USE' tag.

All electrical leads must be connected to the power source through standard industrial waterproofed plugs and sockets, which shall be in good condition.

Project General Construction Equipment & Tools/ Panel Pictures

Must be Category II or III electric tool instead of Category I tool.

Must be self-release/normally open switch

Must comply with GB3883-1991



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Am very concerned about the use of the switch on grinder that stays on. Suggest replacing all grinds with one that has a trigger on it so it stops when you let go of the trigger



Glass steel ladder must comply with ANSI TYPE IA, with required ladder shoe. Trestle ladder shall have acceptable rungs.

No metal ladder in electricity sensitive field!
No bamboo or self made ladder!



Acceptable rigging:

Steel wire ropes fabricated in factory

Nylon gallus

Buckle, suspending beam/pole arm labeled with safety load

Unacceptable rigging:

Steel wire ropes woven by hand

Self-made suspending beam/pole arm and rigger that are denied load test

Buckle with no safety load sign





Compressed Air Cylinder

Connect windpipe to air cylinder with a throat hoop instead of iron wires.

Carry air cylinder with a trolley.



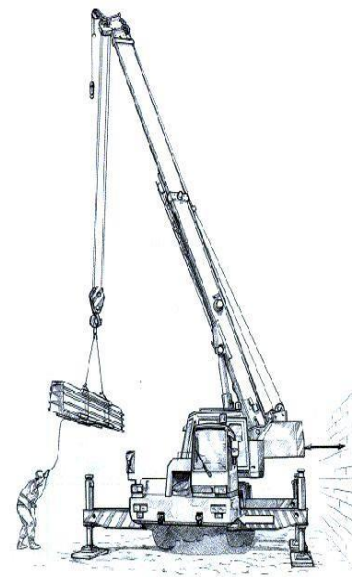
Air compressor

Connect hose to air compressor with a quick coupler instead of iron wires by binding.



Crane shall be subject to inspection by client before access to site.

No rigging without previous written permission of client personnel.



8. Rules to manage entry and exit;

Rules to manage entry and exit for construction staff;

Anybody who intends to entry site should receive a safety training of BUILD ASIA firstly and a test thereafter. Once he passed the test, he will be admitted to another training from the owner and will

be issued with a badge if he again passes the test. Only those are issued with these badges and well dressed can be recognized by the Access Control System of **MOI** and the admitted to work finally.

Rules for visitors to and from site

Any visitor to and from site of **MOI** Project will be receiving a safety training from BUILD ASIA and that of the Owner. Those who have passed the safety training will be issued a visitor badge and asked to dress as per PPE requirement, and then accompanied by personnel from the **MOI** project to Access Control System and to site as well.

Regulations for vehicles to and from site

Any vehicle is going to this site should be inspected and accepted by BUILD ASIA in terms of its safety conditions and driving license of the driver firstly, besides, it should be annually inspected by the relevant authority and accepted as well. The driver of which is also required to attend the Safe Traffic Training of BUILD ASIA as well as that from the Owner. Vehicles which have obtained these permits and well equipped can be allowed to site. All vehicles are leaving should have themselves washed to prevent any contamination of the environment, otherwise they should be responsible for any punishment imposed by the local authority, what is worse, they will be permanently removed to the project.

Regulations to control materials to and from site

BUILD ASIA will submit a MSDS and material list as well for the guardhouse's review for any material ready to site, which asks for the support from the material engineer or safety engineer from BUILD ASIA. Only materials which have been inspected and accepted are allowed to site. Vehicles and drivers thereof should also be trained. No material is allowed to remove off site prior to the presentation and acceptance of the Off Permit issued by the project personnel in charge. Those vehicles to and from site without complete procedure or permission should be punished in accordance with site regulations.

9.Certificates Management Rules (Individual pass/ Qualification Certificate for Company/Qualification Certificate for Individual)

Administrative regulations for individual passes

All construction force intending to site should get their personal data registered firstly, and then receive a Three-Level safety training of BUILD ASIA and then go to that from **MOI** if they passed. They will be issued badges to site if they passed the safety test from **MOI** and recognized by the Access control System and allowed to work if they properly dress themselves as per PPE requirement of BUILD ASIA. Their passes will be kept by themselves and the copies thereof will be kept by the safety personnel of BUILD ASIA. Those who have lost their passes will have to again receive the safety training to obtain the passes. And copies of their new passes will be updated accordingly in BUILD ASIA's

archive.

Administrative regulations of visitors' passes

All visitors intending to site should get their personal data registered firstly, and then receive a internal safety training of BUILD ASIA and then go to that from **MOI**. They will be issued badges to site if they passed the safety test from the Johnson and allowed to site with the companion of BUILD ASIA or **MOI** if they properly dress themselves as per PPE requirement of BUILD ASIA. Records of their safety training should be kept accordingly in BUILD ASIA's archive.

Safety qualification certificate of the company

BUILD ASIA is qualified as a Super Class-A general contractor for civil work and Class-A for Installation work, and has obtained the safety qualification certificate issued by the China Construction Committee and Authorities related. All those mentioned qualification certificates will be kept on site in copies for a check or filing of the authorities of the owner any time.

Regulations for individuals' qualification certificates of special works

People for special works should be qualified with licenses or qualification certificates as per safety requirement of China and **MOI** Project team. BUILD ASIA will certify all these certificates and then provide the owner with copies and the original ones kept in the project safety manager.

Special works in this project:

Welders, riggers, scaffolding workers, electricians, piling workers and mechanics

10 Site traffic management rules

We will control the site traffic strictly conforming to requirements of the project. BUILD ASIA promise any of our vehicles or drivers will be in accordance with the government, the company as well as our own company's requirements in this regard.

11 Site warning and identification management rules

During the course of construction phase, certain hazards are inevitable. For example high noise, use of radiation source, potential drop objects etc. Whenever there is a risk, which cannot be avoided or controlled by other means, BUILD ASIA will use adequate warning signs or barrier tape to be used to warn personnel entering the project site about the hazards. These warnings signs include warning on PPE requirement, hazard identification, emergency escape route etc. The signs must contain a pictogram to convey the message, instead of relying solely on text. The detail

requirements are following:

.Whenever risk is identified, personnel who plan and perform work is responsible to display adequate warning signs to warn those who perform the work and personnel in the vicinity of the work about the presence of the hazards.

.If the work area has inevitable hazards and there is need to keep none relevant personnel away from the work area, a barrier should be erected. For example if overhead work is performed and there is potential for dropped objects, areas below the work area must be barricaded.

.Personnel erecting barrier are responsible to ensure that the barrier is erected in such manner that the hazardous area are completely surrounded by barrier.

When erecting barrier, consideration must given for alternate emergency/access route for personnel to reach other part of the site. If there is no alternate route, standby personnel must be present at the barrier area to stop work to allow and guide other personnel to pass through the hazardous area.

Once the work has been completed and the work area has been made safe, personnel who erect barrier are responsible to remove it.

.Only standard signs must be used on the site. These signs must be based on PRC law and any other internationally recognized signs.

.Fire safety related signs such as fire exit signs, fire fighting signs and fire alarms must be displayed whenever necessary.

.All personnel working at site, at all time must obey the warning signs and barriers. If you do not understand the sign, ask your supervisors.

The regulations do not apply to signs used in connection with the supply of any dangerous substance, preparation, product or equipment; to dangerous goods during the course of their transport; to signs used for regulating road etc

12. Daily inspection/ evaluation/ review/correction/regular meeting management rules

The project team will perform a weekly inspection, evaluation, correction and safety meeting and the specific time is subject to the owner. It is to check and confirm whether the work of previous week was in full compliance with the safety plan, progress meeting and requirements from the owner and local authority, it is also to confirm whether it has made any rectification accordingly. It is generally organized by the safety manager with the presence of project manager, project engineer and trade foremen. Generally, they will perform a site tour and give scores of all activities, then make analysis of the outcome to find where the problem lies; or to find the key point to get out solutions to ensure all requirements from the safety plan, progress meeting, the owner and local authorities have been satisfied. It is strongly recommend to encourage everybody involved to work hard to enhance the project safety by means of incentive both in physically and psychologically so as to push the safe work as well as achieve a sustainable development.

13. Safety report and statistics

Safety management is summed up once a week, result of which or rectification thereof should be reported to the owner for their review to urge the project management move forward in more scientifically and systematically.

14. Regulations for incentive and penalty management rules

We will formulate an incentive and penalty system in full compliance with the standards and requirements from the government, authority, the owner, BUILD ASIA in respect of safety management, by which we will encourage crews or individuals of good performance and punish those of misconducts of bad performance or even ask for a further training before they are resumed.

Section 4. Project Safety Management Close-out

1. Key Process of Project Safety Management Close-Out

Collect and logout personnel badges

Collect and logout mark of construction equipments or tools leaving site.

Coordinate, remove and modify the safety signs on site together with owner.

Coordinate and summarize safety control materials in construction process and establish project construction safety control executive report.

Join in project construction safety control meeting organized by owner or management company and explain experience during process.

Coordinate and hand over project management archive together with project engineer to owner or management and local construction project archive center.

2 Content of Project Safety Management Close-Out

Collect and logout personnel badges

According to resources exiting requirements of project department, first collect badges of personnel exiting site and report to owner or management company to logout; make sure of proper management of personnel entering into site and prevent mis-use of badges.

Collect and logout mark of construction equipments or tools exiting site

Collect and logout mark of construction equipments or tools exiting site and report to owner or management company to logout; make sure of proper use of mark of equipments or management company; equipments on site must be utilized according to requirements of owner, management company, state and local government.

Coordinate, remove and modify the safety signs on site together with owner

As long as advancing of project construction progress and continuous changing of site conditions, various construction signs on construction site must be coordinated, removed or modified to meet needs in different phases of construction process. Project must be followed and accelerated according to related requirements, and processed according to requirements of owner or management company at closing period; after changing of construction safety signs all project personnel shall be notices in time and a discipline training shall be carried out when necessary.

Coordinate and summarize safety control materials in construction process and establish project construction safety control executive report.

Project construction safety summary report must be coordinated by project construction safety manager together with construction safety control team, including: rationality of safety control executive system, pre-cut of safety into construction organization, guiding and service etc., with aim to improve and perfect project construction safety control system of BUILD ASIA.



Construction and Construction Management
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Join in project construction safety control meeting organized by owner or management company and explain experience during process.

Coordinate and hand over project management archive together with project engineer to owner or management and local construction project archive center.