

Construction Site Management



Avoid losses from fires, theft and injuries by properly managing your construction site.

Construction site management includes establishing site safety plans, following housekeeping practices and requiring employees to report hazards immediately.

Key areas of a well-managed job site: housekeeping, waste and debris removal, material storage, no smoking policy, storage of flammable and combustible liquids, hot work operations and temporary heating.

● Housekeeping

Maintain a clean job site for the safety of workers and the public. Enforce a housekeeping program for every process, operation and task performed on site.

- Develop a checklist as an effective resource for workers to follow and sign-off on.
- Keep stairways, ladders and scaffolds free of obstructions and ensure that loose materials on heights, such as roofs, are secure.
- Store combustible material appropriately and maintain long grass and weeds as they are fire hazards.
- Fill in muddy areas with gravel. Use boards or plywood to walk on.

● Waste and debris removal

Remove debris from the job site on a regular basis.

- Collect debris in a secure area away from the building to reduce a fire hazard, such as a fire started from arson.
- Provide container services for larger projects.
- Don't burn rubbish on site.
- Provide chutes or other approved devices for removing waste from above-grade floors.
- Place oil-soaked and paint-saturated rags, clothing, waste and combustible materials into metal safety containers with self-closing covers.

Enforce a housekeeping program for every **process, operation and task** performed on site.

Construction Site Management *(continued)*

● Material storage on the job site

Limit the amount of material kept on site to reduce the potential of theft. Coordinate deliveries with suppliers. Practice good inventory management by maintaining accurate records.

- Store material in a suitable location away from the building and in a manner that reduces fire exposure.
- Ensure that material doesn't block the access of emergency response vehicles.
- Install a detection and alarm system to improve theft exposure. Don't store material in a fenced compound.
- Use lock boxes located in a secure area if tools and equipment stay on site overnight.
- Increase lighting during non-business hours.

● No smoking policy

Establish a no smoking policy to lower fire risks and to comply with local legislation and by-laws.

- Post "no smoking" signs.
- Enforce a no smoking policy on the job site.

● Flammable and combustible liquids storage

Store flammable liquids in a secure location away from other combustible materials.

- Use only approved safety containers to carry, dispense and store liquids, and ensure contents are properly marked.
- Use only approved storage cabinets.
- Limit the quantities of liquids.
- Consider using a separate mixing room if you store more than 22 L (5 gal) of liquids.
- Set up posts or barriers around fuel tanks.

● Hot work

Post a **hot work permit** in a visible and accessible location. (Ask your Risk Services Consultant for an example.) A hot work permit specifies all necessary requirements for performing hot work.

- Check that equipment is in good condition before beginning hot work.
- Survey the hot work area periodically.
- Remove or protect combustible material. Use thermal barriers, such as a ceramic flame guard, to protect combustible material that remain on site.
- Keep a multi-purpose ABC fire extinguisher, with a minimum rating of 4A40BC, nearby at all times.
- Conduct a fire watch during welding and for 30 to 60 minutes (minimum) after the work is done. You may monitor the area longer depending on the type of hot work performed. Review the wording of your policy and permit regularly as longer fire watch durations may be required.

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