

TITLE: On Site Excavation Marking and Safety Policy for Unattended Excavations

AUTHORITY: Council

EFFECTIVE DATE: November 9, 2011

POLICY NO.: PW30-11

APPROVAL: Council

SUPERSEDES:

POLICY STATEMENT:

Purpose: To establish and enhance safety practices and monitoring of Town initiated construction with particular attention to unattended open excavation and limiting unauthorized public access.

Council recognizes that each construction site and excavation has its own particular challenges and risks and that a conscripted set of criteria would not always satisfied the due diligences of all situations and thereby exposing the Town to unnecessary litigation.

Council will use as its guiding principles the Occupational Health Act and Codes.

EXCAVATION POLICY:

If there is a danger to the general public of falling into an excavation, the general contractor and their sub-contractors must ensure that the excavation is thoroughly flagged, marked, safeguarded and use all reasonable, appropriate and effective means to restrict the access to an excavation by the public at large, paying particular attention to access by children and youth.

Excavations must be isolated from public access by a substantial physical barrier. Barricades, lighting and other methods of marking shall be installed as appropriate, prior to the start of excavation operations. All temporary excavations of this type shall be backfilled as soon as possible. Guardrails, fences, or barricades should be installed around excavations adjacent to walkways, roads, paths or other traffic areas.

Use of barricade tape and movable sandwich boards alone are not considered a sufficient method of isolation when the excavation is unattended.

Warning lights or other illumination shall be used as necessary for the safety of the public at night.

SAFETY INSPECTION POLICY:

A pre-construction project and safety meeting must occur at the project site. The Town Engineer, Superintendent of Public Works (SPW) or their designate, the General Contractor along with their designated project safety officer and any staff personnel that the SPW deems appropriate must attend.

The pre-construction meeting will include but not be limited to the following:

- Review of this policy with General Contractor & Project Safety Officer
- Inspection of the project area with the purpose of identifying safety issues
- Control or traffic and public access (both authorized and unauthorized)
- After hour safety and security

- Safety inspection by the Town during the project

Prior to the pre-construction meeting the general contractor **must** deliver to the SPW and the Town Engineer a written project timetable of the project, clearly indicating the start date, any milestones during the project and a projected and realistic completion projection.

The SPW or their designate shall conduct a safety inspection walk through of the site with the project's safety officer to review potential risks to the public, paying particular focus on after hour hazards and other potential risks to the public. These inspections shall be random in nature and shall occur at least twice in a seven day period throughout the life of the project. Any corrective recommendations made by the SPW or their designate shall be made in writing to the Project's Safety Officer at the time of the inspection and shall be acknowledged in writing by the Project's Safety Officer.

All persons entering the site shall wear adequate safety clothing which shall include but not limited to an approved hard hat, safety vest and safety footwear. Persons failing to comply with this standard shall be removed from the site by the SPW or the General Contractor by reasonable means.

PURPOSE:

DEFINITIONS: