









**Occupational Safety &
Health Training Guide
For Construction Site
Workers**

SAFETY FIRST





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Section 1

INTRODUCTION





Facts about Occupational Safety

According to the ILO reports, 2.2 million people die every year due to work-related accidents or illness, more than 270 million workers are injured and an estimated 160 million suffer from work-related illness.
(ILO official website)

Do you know:

WHO ...is most frequently injured at workplace?	WHY ... young workers more injured at worksite than others?	HOW ...often do workplace accidents occur at a construction worksite
<p>Young workers (15-25) are injured¹ twice than the other ages, due to:</p> <ul style="list-style-type: none"> • Joining the work without any information about the potential hazards at workplace. • No proper training is provided prior to start the work • No warnings and orientation provided to avoid dangerous jobs risk taking behaviours. 	<p>The most common causes of accidents are happened due to...</p> <ul style="list-style-type: none"> • Weak compliance of OSH standards, ignorance of safety procedures and rules • No proper monitoring to point laziness and indulgence at workplace • No proper breaks and rest facility at site to avoid distraction and tired • No proper smoking areas or no monitoring, which allows workers to smoke at site. 	<p>The most Common Type of Workplace Accidents?</p> <ul style="list-style-type: none"> • No proper installation of signs, guards and protection to avoid slips, trips and falls • No provision of safety harness and gadgets to avoid falling from high-rise buildings • No proper orientation to work with moving objects (Cranes, forklifts, etc.) • No training to avoid hand arm vibration syndrome or shocks from electrical wires. • No ergonomic orientations for manual handling of construction materials • Non provision of PPEs to avoid hearing and vision loss due to unsafe conditions • Non provision of proper instruction and guards for trenches

Slips Trips & Falls

- Cause head injuries and broken bones
- 25% of injuries and 15% of deaths of total accidents caused due to slips and falls.



(National Safety Council, <https://www.nsc.org/workplace/safety-topics/slips-trips-and-falls/slips->

¹ National Institute for Occupational Safety and Health, September 20, 2021



Training Objectives & Agenda

By the end of the training program, participants will be able to:



- Understand the nature and causes of work-related incidents.
- Recognize the importance of occupational safety and health (OSH) and adopt the provided measures.
- COVID-19 awareness and its effects to the construction workers and the society.

Agenda

Session 01



Introduction

Session 02



Rights & Responsibilities

Session 03



Safety & Health

Session 04



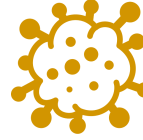
Occupational Safety and Health at Construction Worksite

Session 05



In case of Emergency (First Aid)

Session 06



Protection from Covid

Section 2

**RIGHTS &
RESPONSIBILITIES**





THE "RIGHT" CONCEPT



"RIGHTS" OBLIGATIONS AT WORKPLACE!

Respect	Protect	Fulfill
Know your human and labour rights; follow the instructions as much as possible for your own and others' safety.	Follow the instructions and guidelines as provided by the employer. If some signs are missing, inform the employers. Conduct peer education about the rules and consequences.	Inform the authorities and enforcing agencies if a worker fails to comply with the law or procedure, or if the employer is not taking proper precautions to avoid accidents.

It is your **RIGHT** to:

- Be safe at workplace and have a system to ensure your health and safety needs
- Have the required safety equipment, such as gloves or a harness and lifeline in case of a fall
- Obtain workplace safety and health training in a language that you understand
- Refuse to work on dangerous machines
- Be protected from toxic chemicals and gases
- Speak to your supervisor or the safety officer in charge about your concerns
- Report any injury or illness, and get copies of your medical records

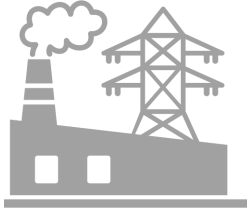
Report any unsafe working habits, practices, or standards to concerned law enforcement agencies



SAFETY - WHOSE RESPONSIBILITY IS THIS

Employers, contractors and supervisors all have responsibilities when it comes to your occupational healthy and safety.

Employer's Responsibilities



According to the Occupational Health and Safety legislations² of Pakistan, every employer is responsible to provide safe working conditions to their workers at worksites, ensure safe living conditions at camps, as well as ensure the safety of all other individuals around the site. Employers' also responsible to ensure the following:

Compliance of Law

- Employers should examine the workplace conditions to make sure they conform to applicable with OSH and related laws.
- Establish or update operating procedures and communicate them so that workers follow safety and health requirements.

Risk Assessment

- Employer has a 'duty of care' to make sure, as far as possible, health, safety and welfare of workers at worksites.
- Risk assessments and spotting possible health and safety hazards should be carried out that address all risks that might cause harm at workplace.
- Employers must consult employees on health and safety issues. Consultation must be either direct or through a safety representative that is either elected by the workforce or appointed by a trade union
- A 'competent person' should be appointed at site with health and safety responsibilities.

Safe Working Environment

- It is an employer's duty to protect the health, safety and welfare of their workers and other people who might be affected by their work. Employers must do whatever is reasonably practicable to achieve this.
- Employer should ensure that workers and others are protected from anything that may cause harm, effectively controlling any risks to injury or health that could arise in the workplace
- Employer should also ensure properly ventilated, with clean and fresh air, light premises so that employees can work and move about safely, safe and clean equipments, areas are big enough to allow easy movement (at least 11 cubic metres per person), provide workstations to suit the employees and the work, equipment in good working order
- Ensure safe floors, walkways, stairs, roadways, protect people from falling from height or into dangerous substances
- Proper working environment including temperature and security
- Provide suitable washing facilities and clean drinking water
- Allow workers take appropriate rest breaks and the right holiday entitlement
- make sure that employees who work alone, or off-site, can do so safely and healthily

Information and Awareness

- Employers must provide necessary information about potential risks at workplace and train the workers how to deal with the risks.

Display of Signs and Signals

- Employers have a legal duty under the law to display the approved poster in a prominent position (in local language) in each workplace.

² Factories Act. 1934 and Occupational Safety and Health Law.
OSHA Guidelines may also be followed for better working standards.



<ul style="list-style-type: none">• Employers must provide safety training in a language and vocabulary workers can understand.• Contact numbers should be displayed and provided to each workers in case of any emergency.	<ul style="list-style-type: none">• Use color codes, posters, labels or signs to warn workers of potential hazards.• Employer may also provide a copy of leaflet or signals, as per health and safety law, to each worker.
Discrimination Free Workplace <ul style="list-style-type: none">• A discrimination free workplace should be provide by the employer, not discriminate against workers who exercise their rights, religious and ethnic activities.• Whistle protection policy should be in place to avoid any unpleasant incident at worksite.	Data Management <ul style="list-style-type: none">• Workplace injuries, accident record should be maintained and shared with concerned union leaders, enforcement agencies, etc. on demand.

Worker's Rights & Responsibilities



The law also provide three important rights to employees/workers:

1 Know
Your rights

2 Participate
In organization

3 Refuse
To unsafe work

The employer and supervisor aren't the only ones with legal responsibilities. Workers have to do their part too. Here's what the law says worker must do:

- Obey the law
- Use machines and equipment safely
- Wear required personal protective equipment (PPE) Report hazards to immediate supervisor.
- Work safely and don't fool around

Trade Unions Responsibilities



Usually, the supervisor works closely with the workers on a day-to-day basis. So, s/he plays an important role in keeping the workers safe on their job. The supervisor has legal responsibilities too.

A good supervisor should look after his team / workers.

- Make sure that workers follow the law and the company's safety rules
- Inform the workers about any job hazards or dangers
- Workers use the PPE most suited to their work.





SAFETY IS MY CONSTITUTIONAL & LEGAL RIGHT

You have the right to a safe workplace under federal law. Your employer is responsible for keeping your workplace free of known health and safety hazards. You have the right to warn others about potential hazards without fear of retaliation.



Constitutional Rights

Constitutional Provisions on Labor Right?

The Constitution of Pakistan contains a range of provisions with regards to labour rights found in Part II: Fundamental Rights and Principles of Policy.

Articles	Detail
11	<ul style="list-style-type: none">All forms of forced labour and traffic in human beings are prohibited.No child under the age of fourteen shall be employed in any factory, mine, or other hazardous occupation.
17	<ul style="list-style-type: none">Every citizen has the right to form associations or unions, subject to any reasonable restrictions imposed by law in the interest of Pakistan's sovereignty or integrity, public order or morality.
18	<ul style="list-style-type: none">Every citizen shall have the right to enter upon any lawful profession or occupation, and to conduct any lawful trade or business.
25	<ul style="list-style-type: none">All citizens are equal before law and are entitled to equal protection of law.There shall be no discrimination on the basis of sex alone.
27	<ul style="list-style-type: none">No citizen otherwise qualified for appointment in the service of Pakistan shall be discriminated against in respect of any such appointment on the ground only of race, religion, caste, sex, residence or place of birth.
37(e)	<ul style="list-style-type: none">The State shall make provision for securing just and humane conditions of work, ensuring that children and women are not employed in vocations unsuited to their age or sex. Furthermore, maternity benefits will also be available for women in employment.
38	<ul style="list-style-type: none">The State shall secure the well-being of the people irrespective of sex, caste, creed or race by ensuring equitable adjustment of rights between employers and employees.Provide for all persons employed in the service of Pakistan or otherwise, social security by compulsory social insurance or other means.



Legal Rights



















- In the case of workers in other establishments, domestic servants, farm workers, or casual labour employed by contractors, their labour contracts are generally unwritten and can be enforced through the courts based on oral evidence or past practice. - ***Standing Orders***)
- Every employer in an industrial or commercial establishment is required to issue a formal appointment letter at the time of employment for each worker. (***Industrial and Commercial Employment - Standing Orders***)
- The obligatory contents of each labour contract, if written, are confined to the main terms and conditions of employment, namely nature and tenure of appointment, pay allowances and other fringe benefits admissible, terms and conditions of appointment. (***Industrial and Commercial Employment - Standing Orders***)
- All terminations of service, regardless of form, must be documented in writing, along with the reasons for such an act. If a worker is dissatisfied with a termination order, he or she may appeal. (***Section 46, Industrial Relations Ordinance 2002***)
- If a trade union or shop steward has a grievance, he or she should bring it to the attention of his or her employer in writing, within three months of the occurrence of the cause of action. (***Industrial Relation Ordinance 2002***)
- To protect against different exercise of power, victimization, or unfair labour practices, the Labour Courts have been given the authority to investigate and intervene to determine whether there has been a violation of natural justice principles and whether any action by the employer was legitimate or unjust. (***Provincial Labor Courts***)



Health and Safety Rights

A specific Occupational Safety and Health Law was introduced in 2018, which is still at the embryonic stage of implementation. Factories Act is the most popular and effective labor instrument for Occupational Health and Safety.

Factories Act 1934, Chapter III

<p>13. Cleanliness</p> 	<p>14. Disposal of wastes and effluents</p> 	<p>15. Ventilation and temperature</p> 
<p>16. Dust and fume</p> 	<p>17. Artificial humidification</p> 	<p>18 Overcrowding</p> 
<p>19. Lighting</p> 	<p>20. Drinking water</p> 	<p>21. Latrines and urinals</p> 
<p>22. Spittoons</p> 	<p>23. Precautions against contagious or infectious disease</p> 	<p>23-A. Compulsory vaccination and inoculation</p> 
<p>24-A. Welfare officer</p> 	<p>25. Precautions in case of fire</p> 	<p>26. Fencing of machinery</p> 
<p>27. Work on or near machinery in motion</p> 	<p>28. Employment of young persons on dangerous machines</p> 	<p>29. Striking gear and devices for cutting off power</p> 



30. Self-acting machines



31. Casing of new machinery



33. Cranes and other lifting machinery



33-A. Hoists and lifts



33-B. Revolving machinery



33-C. Pressure plant



33-D. Floors, stairs and means of access



33-E. Pits, sumps, opening in floors.



33-F. Excessive weights



33-G. Protection of eyes



33-K. Precautions against dangerous fumes



33-L. Explosive or inflammable dust, gas, etc.



33-N. Notice of certain accidents





Pakistan Occupational Safety and Health Act 2018

The federal government recognized the facts and needs of Occupational Health and Safety for the workers in Pakistan and introduced the first Occupational Health and Safety Act³ in 2018 which was enforced in all four provinces at once. The main objective of the act is to provide balanced and nationally consistent framework to secure the health and safety of workers and workplaces in the country. The act is derived from the following key resources:

- The Labour Policy 2010 – Government of Pakistan
- ILO conventions on Occupational Safety and Health Convention, 1981 (No. 155)
- United Nations' 17 Sustainable Development Goals with specific target on OSH, 8 Millennium Development Goals (MDGs).
- Pakistan Vision 2025 (Sustainability)

The act is to ensure safe and healthy working conditions for the people at work by authorizing enforcement of the rules and regulations developed under the Act. The Act is a comprehensive document that provides complete protection to a worker from the following:

Accidents	Body Injuries	Dangerous Incidents	Uncontrolled gases	Spillages and Leakages
Explosion of Fire	Pressurised Substances	Electric Shocks	Fall from height	Failure or malfunctions
Collapse of Structure	Failure of Excavation	Inrush of Water	Mud or Gases in Working areas	Work-related stress
Physical or mental harm caused by work	Demolition/ deconstruction	Ventilation	Engines, Motors & Appliances	Gaseous Products
Lifting Machines	Lifting Vehicles	Self-Generated Motors	Mines and Tunnels	Loss of a bodily function
Illness	Injuries (head, eyes,	Occupational disease	Burns	Spinal injury

³ Pakistan Occupational Health and Safety Act 2018



WHOSE RESPONSIBILITY IS THIS

A successful and productive construction site is a combination of employers, workers and their representatives and law enforcement agencies i.e. government and departments. All three stakeholders are equally responsible to ensure a safe working environment.

Most accidents can be avoided by taking simple precautions or following proper working procedures. This handbook is designed to outline important safety and health issues that should be addressed on construction sites for easy reference by workers. If we work carefully and take appropriate safety precautions, there will undoubtedly be fewer work injury cases, and our sites will become a safe and secure place to work.

Employers



Should be aware of and comply with labor laws and rules, and protocols as well as provide a safe environment and all necessary infrastructure, equipment, machines and trainings to workers.

Workers & Representatives



Workers should be aware of safety guidelines and cooperate with their employers for the implementation, follow safety guidelines, and avoid doing anything that puts themselves or others in danger.

Unions



Trade Unions play a bridging role for employers, workers and enforcement agencies. They provide orientation to the workers for their personal and professional health and safeguard their rights. Help employers in providing workers with the necessary support and safe working conditions.

Enforcement Agencies



The law enforcement agencies are responsible to mentor and support employers in ensuring legal compliance, workers' awareness about hazards and incidents at workplace and provide safety and health protection trainings where required. They are also responsible for inspecting the workplace to witness the compliance of safety standards as well as penalizing employers who fail to follow safety rules.

Section 3

SAFETY & HEALTH





Common Workplace Accidents & Injuries

Every year, hundreds of thousands of accidents occur in workplaces, many of which are serious. That is why it is critical for all employers and owners to take the necessary precautions.



Slips, trips and falls



Muscle strains



Being hit by falling objects



Slips from Scaffolding



Repetitive strain injury



Collapsing, crashes and collisions



Working on heights



Walking into objects



Eye injuries



Exposure to excessive noise



Electricity wires



Manual handling of construction materials



Inhaling toxic fumes (Respiratory Hazards)



Falling from Ladders



Fights at work



Working with Chemicals and Paints



Sleep during Work



Inhaling Dust and fumes



Cuts and lacerations





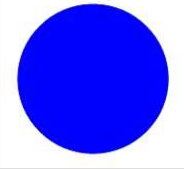







The SIGN Quiz

Do you know these Signs





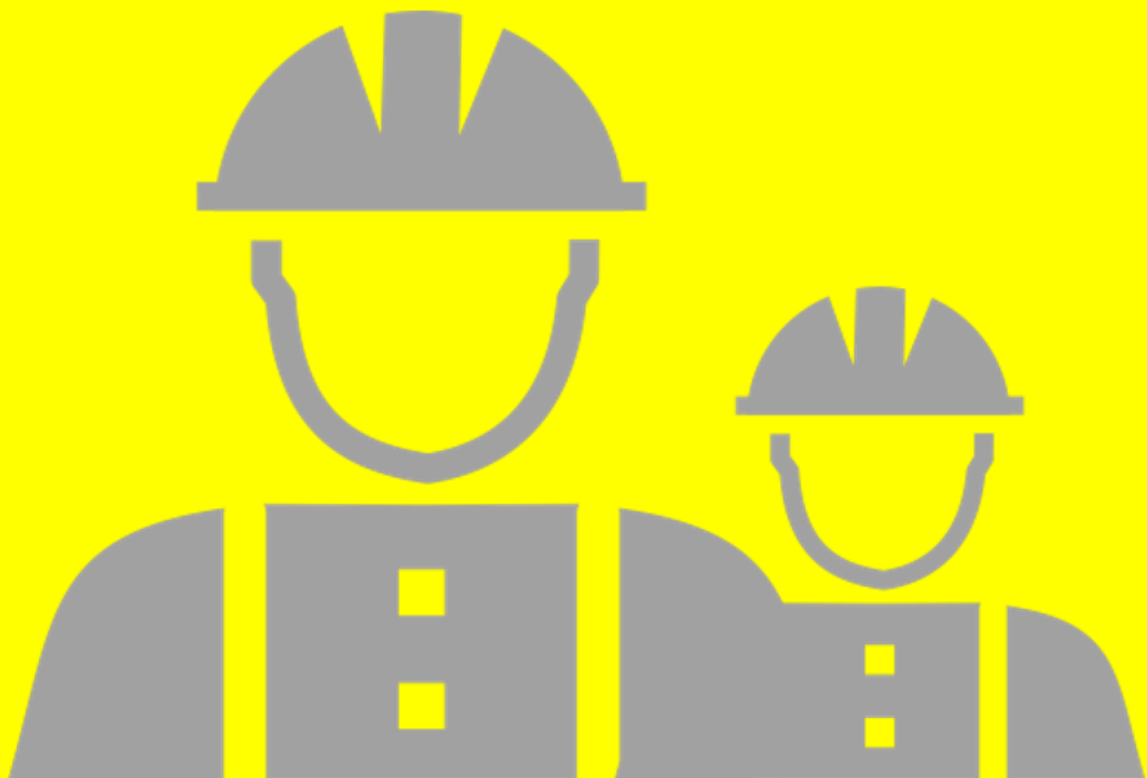
Color Shapes and Meanings of Signs

Shape	Meaning	Color	Examples
 Circle with diagonal bar	Prohibition	RED (contrast: white)	No smoking 
 Circle	Mandatory Action	BLUE (contrast: white)	Wear Eye protection 
 Equilateral Triangle	Warning	YELLOW (contrast: black)	Danger Flammable material 
 Square / Rectangle	Information about safe condition	GREEN (contrast: white)	Escape Route – Left 
 Square / Rectangle	Fire Safety	RED (contrast: white)	Fire Extinguisher 



Section 3

**OCCUPATIONAL SAFETY &
HEALTH AT
CONSTRUCTION WORKSITE**





Occupational safety and health in the construction sector

It is a known fact that certain sectors and occupations are more dangerous than others. Protecting workers in hazardous conditions – in what is often known as:



At least 108,000⁴ workers are killed on site every year globally, a figure which represents about 30% of all occupational fatal injuries. Data from a number of industrialized countries shows that construction workers are 3 to 4 times more likely than other workers to die from accidents at work. In the developing world, the risks associated with construction work may be 3 to 6 times greater. Many more workers suffer and die as a result of occupational diseases caused by previous exposure to hazardous substances such as asbestos.

⁴ ILO Official website (https://www.ilo.org/safework/areasofwork/hazardous-work/WCMS_356576/lang--en/index.htm)



SAFETY FIRST for Safety

Imagine, this is your first day on the worksite,

What are you supposed to-do to and how do you prepare yourself for the work

Task 1 _____

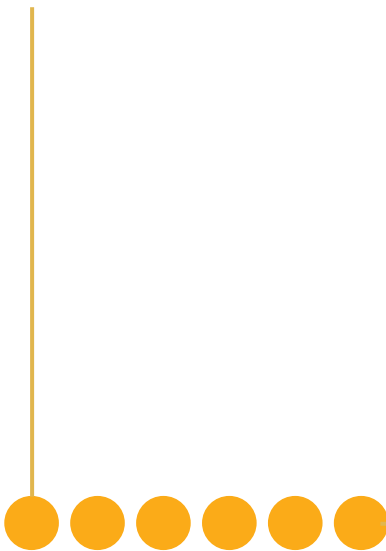
Task 2 _____

Task 3 _____

Task 4 _____

Task 5 _____

Task 6 _____





My First day on the job Checklist

1. What type of location is this?

2. What are the signs around the site?

3. What type of machinery is there?

4. Where are the fire extinguishers located?

5. What kind of PPE should I wear for my work?

6. Who should I contact in case of emergency?

7. Who is the Union Leader?

8. Where is the Safety Committee?

9. Who belongs to the Safety Committee?

10. Add more?



11. _____
12. _____








Hazard or Risk

What is the difference between RISK and HAZARD?

 HAZARDS	 RISK
Something that poses a threat to: <ul style="list-style-type: none"> • Life • Health • Property • The environment 	Someone can be hurt, and properties may be damaged.
Examples	
<ul style="list-style-type: none"> • Stairs are a hazard 	<ul style="list-style-type: none"> • Falling down is a risk, <i>may hurt someone</i>
<ul style="list-style-type: none"> • Rivers are a hazard 	<ul style="list-style-type: none"> • Flood is a risk <i>may cost a life and properties</i>
<ul style="list-style-type: none"> • Leaving things scattered is a Hazard 	<ul style="list-style-type: none"> • Having them stolen or get hurt with is a risk <i>may cost financial loss or injury</i>
Examples of my work site	

Hazards and Risks affect your:

<p>Property</p> 	<p>Work</p> 	<p>Reputation</p> 	<p>Health</p> 
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Point to Remember

Be aware of the hazards and risks associated with your job and workplace.



Work Hazards

A hazard is anything that can hurt or make workers ill. We face hazards every day – driving, playing sports, or just walking across the street. To protect ourselves against workplace hazards, we first need to know how to recognize them.

A workplace hazard is any condition, practice or behaviour that could cause injury or illness to a person or cause damage to a property.



Types of Hazards

Physical



include unsafe machines and environmental conditions.

Examples are unguarded machine parts like saw blades, constant noise, or prolonged exposure to sun or cold.

- Equipment & Machinery
- Noise
- Electricity
- Temperature
- Vibration
- Radiation

Biological



are produced by living things. They often come from working with animals and people.

Examples include blood, viruses and animal and bird droppings.

- Bacteria
- Animal and insect bites
- Infectious diseases

Chemical



include materials that are flammable, explosive or poisonous.

Examples are cleaning products, pesticides and gasoline.

- Dusts
- Solvents
- Fumes
- Gases
- Allergic reactions

Ergonomic



are caused by poorly designed workplaces or processes.

Examples are poor lighting, workstations that are too high or low or a job that requires to repeat the same movement over and over.

- Work related musculoskeletal disorders
- Physical environment
- Manual material handling

Psychosocial



In addition to the 4 main hazard, psychological or social factors can also cause problems.

For example are stress and violence can lead to headaches or trouble sleeping.

- Stress Factors**
 - Conflict
 - Poor working conditions
 - Heavy workloads
- Violence**
 - Threats
 - Harassment
 - Assault





Dealing with Hazards

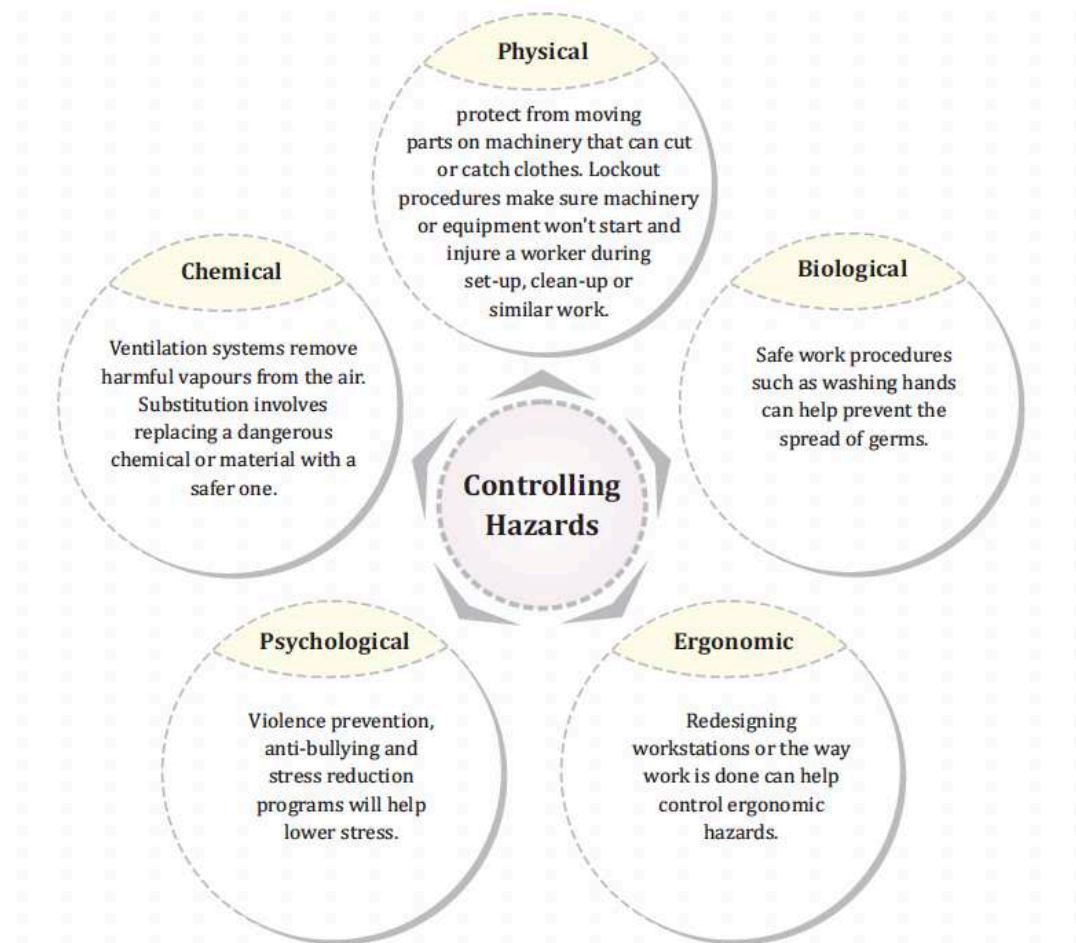
Protect yourself and your co-workers by looking out for hazards. It is employers' legal responsibility to conduct risk assessment of potential hazards at workplace and workers are responsible to report hazards when and where they identify one. Reporting hazards will help employer to meet their responsibility for workers health and safety. So, before worker start a new job, stop and think about it. Try to recognize situations that might be dangerous. If the worker is not sure, ask someone and pay attention to health and safety information.



Ask yourself to control hazards:







- Is any of the machinery broken?
- Are there any warning labels or signs?
- Is there any moving equipment I could get caught in?
- Is there a guard missing?
- Is there something I could trip on?
- Do I need protective equipment?
- Do I know how to do this job safely?





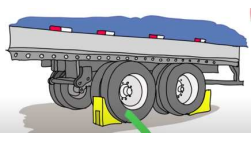
Controlling Hazards






SAFETY FIRST for Safety

S	A	F	E	T	Y
					
Stop Using Phone	Avoid Loads	Fit for Work	Equipment Maintained	Take 05 Minute	Yes, I am
Use of mobile phone should be strictly prohibited, during driving, handling material, working with load or walking on heights, etc. to avoid distractions.	Never walk or work under suspended loads, elevated by cranes or fork lifters or equipment handling machinery.	When you are sick or under the influence of drugs, do not report to work or operate a vehicle or any equipment..	Inspect the equipment before use and lockout the defective ones.	Take 05 minutes before starting your work, to control and eliminate the risk.	Know where to go and what to do during an emergency. Follow safety rules and guidelines.

F	I	R	S	T
				
Fall Prevention	I am Accountable	Responsible Operations	Stand in Line of Site	Traffic Safety
Working on height without authorization and fall protection equipment's can be dangerous.	I am responsible for reporting any near misses, unsafe conditions, or accidents to the appropriate authorities.	Operate vehicle and machine at safe speed, wear seat belt and required PPEs.	Be seen be safe. To avoid an incident, stand in a position and location where you are visible to workers, machinery, and heavy trucks..	Check vehicles, containers before loading and unloading.

Check  which SAFETY FIRST rule is overlooked by you or your environment and **WHY?**

S	A	F	E	T	Y	-	F	I	R	S	T
						-					

Point to Remember

- Safety Rules are Written by Blood, Make Sure This Blood is Not Yours.



Causes of Accidents and Injuries

Insecure Workplace	Excavation, Floor Opening and Trenches	Structures, Scaffoldings and Ladders
Load Lifting Machinery	Electrical Tools & Gases	Fire Risk and Safety
Personal Safety & Protection (PPEs)	Ergonomics and Working Spaces	Safety Supervision & Communication
Personal Health & Hygiene		



Construction Site Safety Tips

Secure Workplace

Securing a Workplace



- Secure and lock the gates, and post appropriate notices.
- Ensure a secure and undamaged parameter fence posted with appropriate notices.
- All ladders must be securely stored or have their rungs boarded.
- All excavations must be covered
- Secure storage of all inflammable and hazardous substances

Housekeeping



- Always store materials in a safe manner.
- Tie down or support materials if necessary to prevent falling, rolling, or shifting.
- Shavings, dust scraps, oil or grease should not be allowed to be accumulated.
- Trash accumulations must be removed as soon as possible. Trash is a fire and safety hazard.
- Immediately remove all loose materials from stairs, walkways, ramps, platforms, etc.
- Do not block aisles, traffic lanes, fire exits, gateways, or stairs.

Other general safe work practices



- Avoid shortcuts – use ramps, stairs, walkways, ladders, etc.
- Do not remove, deface, or destroy any warning, danger sign, or barricade, or interfere with any type of accident prevention device.
- Get help with heavy or bulky materials to avoid injury to yourself or damage to material.
- Avoid using tools with split, broken, or loose handles, as well as burred or mushroomed heads.
- Maintain the sharpness of cutting tools and keep all tools in a container.
- Know the correct use of hand and power tools.
- Use the right tool for the job.

Waste Disposal



- Dispose all wastes and unwanted materials at a designated area.
- Inform your supervisor of the need for separate disposal of chemical or flammable wastes.
- Do not leave planks with nails on passageways.

Point to Remember

- The tidier the site, the SAFER it is- An untidy site is a DANGEROUS site.



Excavation, Floor Opening and Trenches

Excavations



- Keep the fence on all sides of an excavation intact.
- Use safe access for ingress and egress.
- Do not pile soil or any other materials at the edge of an excavation.
- Make sure that a trench is securely shored before working in it.
- Never work ahead of the side supports in a trench even when you are erecting shoring.
- Appearances can be deceptive. The shallowness of an excavation or the solid appearance of the ground are not necessarily an indication of safety.
- Deep trenches look dangerous, but most fatal accidents occur in trenches in less than 2.5 m deep.
- Always wear a safety helmet when you work in an excavation.

Floor and Wall Openings



- All floor openings must be securely covered or have a guardrail.
- Toe boards should be installed around the edges of permanent floor openings.

Collapsing Trenches



- Consider the kind of support that is best suited for the trench.
- Ensure the trench is fully secure.
- Regularly inspect the trench both before and during the work shift.

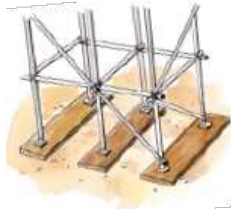
Points to Remember

- Never start an excavation work, until you are equipped with safety shoes and helmet.
- Never get too close to the trench sites, even when you are working on them.
- Don't rely on appearance, the shallowness of an excavation or the solid appearance is not the indication of safety.
- Deep trenches look dangerous, but fatal accidents occur with smaller ones.
- Never work on a tank or enclosed vessel without a written permission.



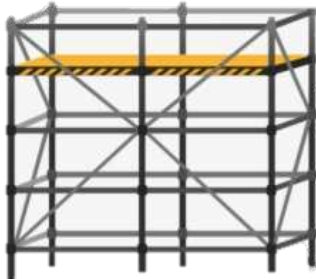
Structures, Scaffoldings and Ladders

False Structures



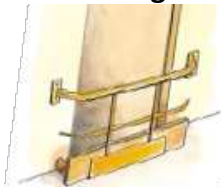
- Make sure the structure is designed with proper guidelines, properly erected, installed and secure
- Ensure that the structure is erected vertically and horizontally at an appropriate distance.
- In the event of an unsafe situation, notify your supervisor before using.

Scaffold



- All scaffolds should have solid footing, be completely planked, and be free of any hazards that could cause slips or falls.
- No one should be permitted on scaffolds during adverse weather,
- Workers should not be loaded with more weight than they are designed to support.
- Do not use scaffolds unless they have been erected by trained workers under the supervision, inspected and certified safe by a competent person before use.
- Do not alter the scaffold unless you are authorized to do so.
- Do not work on an unfinished scaffold.
- When it is necessary to work on a mobile scaffold, lock the wheels of the scaffold before you start working.
- Do not work on a scaffold unless it has been provided with a suitable working platform.

Fencing



- Do not work in a dangerous place unless its floor edges and openings have been installed with secure fencing.
- If you notice any dangerous areas where fencing has not been installed or has been damaged, reinstall or repair the fencing.
- If this is beyond your capability, inform your supervisor.

Material Hoist Towers



- Do not ride on a material hoist.
- Do not operate a material hoist unless you have received proper training.
- Do not exceed the safe working load of a material hoist.
- Do not use a material hoist unless it has been examined and certified safe by a competent examiner.
- Do not use a material hoist unless its gates have been installed with an effective interlocking safety system.
- Hoist is only operable after all the gates have been closed.
- Do not use a material hoist unless it has been repaired and maintained by a competent person.
- No unauthorized repair is allowed.



- Do not place loose materials in receptacles unless they are properly secured.
- Ensure good communication with the operator of a material hoist.
- All signals should be understood and followed.

Elevated Surfaces



- Proper signage must be posted stating surface load capacity and should be equipped with guardrails.
- Entries and exists must have handrails and all material piles must be stacked in a way to prevent tripping, falling, collapsing or rolling.

Ladder



- Use a ladder that is well-made of good quality materials, and of sufficient strength.
- Examine the ladder before using it and inspect it at regular intervals.
- Place the ladder on a level, stable surface and appropriate angle.
- Ensure that the ladder is of sufficient length.
- Do not use a ladder unless its upper or lower end has been securely fixed or secured by another worker.
- Do not use metal ladders near electrical installations.
- Use a suitable working platform if the work is 2 meters or more above the floor.
- Ladders should not be painted unless they need to be numbered.
- Do not use ladders for skids, braces, workbenches, or any purpose other than climbing.
- When you are ascending or descending a ladder, do not carry objects that will prevent you from grasping the ladder with both hands.
- Always face the ladder when ascending and descending.
- If a ladder must be placed over a doorway, barricade the door and post a warning sign.
- Only one person is allowed on a ladder at a time.
- Do not jump from a ladder when descending.
- All joints between steps, rungs, and side rails must be tight.
- Safety feet must be in good working order and in place.

Points to Remember

- Don't endanger your life; instead, construct a scaffold where necessary; it's safer than a ladder.
- When you're finished with the scaffold, unfold it to reduce incidents.
- Do not overload the scaffold with unnecessary material.
- Use unpainted timber to see the defects and avoid rotten bamboos.
- Avoid using tower in wind/storms and severe weather conditions.



Load Lifting Machinery

Cranes



- Only properly trained/licensed operators should be allowed to work with hoisting and rigging equipment.
- Cranes should be kept away from electrical power lines.
- Cranes must be equipped with load charts, load capacities, operating speed, and instructions.
- Do not operate a lifting appliance unless you are trained.
- Before using lifting equipment such as a hook, shackle, or chain sling, inspect it for wear and tear.
- Check the weight of the load to be lifted.
- Do not exceed the safe working load of a lifting appliance or gear.
- Adopt the correct lifting methods.
- Do not use a lifting appliance or gear unless it has been examined and certified safe by a competent examiner.
- Do not use a lifting appliance unless it has been regularly repaired and maintained by a competent person.
- No unauthorized repair is allowed.
- Follow the safe working instructions of the manufacturer of a lifting appliance.
- Do not work beneath any suspended load.

Fork Lifts



- The forklifts can only be used by properly trained/licensed forklift truck operators.
- Refresher training and evaluations should be provided to operators.
- Forklifts should be inspected on a regular basis and must meet design and construction specifications.

Load Shifting Machinery



- Workers should not enter or work in an area where a loader, excavator, or other heavy machinery are in use.
- Do not operate any load shifting machinery without training and approval.
- Operators of forklift trucks, bulldozers, loaders, excavators, trucks or lorries should possess appropriate certificates.

Points to Remember

- Do not work in high winds or on wet steel work.
- Abide by the speed limits.
- Do not carry unauthorized passengers.
- Do not drive across a slope.
- Learn lifting and carrying calls for training and practice.



Electrical Tools & Gases

Portable Power Tool



- Do not use a portable power tool (such as saw, grinder and drill) unless its dangerous parts are effectively guarded.
- Place the electric cable and hose of a tool at an appropriate position to avoid tripping hazards.

Cartridge-operated Fixing Tool



- Cartridge-operated Fixing Tool
- Do not operate a cartridge operated fixing tool unless you have possessed a valid certificate.
- Wear suitable eye and ear protectors while operating a cartridge-operated fixing tool.
- Use a cartridge-operated fixing tool with great care.

Electrical Safety



- When performing any electrical work, the power must be turned off, and all circuits must have an effective Lockout/Tag out system in place.
- Any damaged cords or cables should be replaced, all tools and equipment, and electrical power lines should be at least ten feet away from ladders, scaffolds, equipment, and materials.
- Before using an electric tool, check the tool and its plug and connecting cable.
- Do not use a damaged tool.
- Do not use an electric tool unless its connecting cable is well protected.
- Do not use an electric tool unless its metal casing is earthed and its power supply is provided with an earth leakage circuit breaker.
- Do not repair or alter any electrical installation unless you are competent to do so.
- Report any flaws or problems to your supervisor as soon as they are detected.
- Electric cords will be inspected on a daily basis and repaired or replaced as needed.
- Do not operate any power tool or equipment unless you are trained in its operation.
- Use tools only for their designed purpose.

Compressed Air



- Use compressed air only for specified purposes.
- Do not use any compressed air equipment, pipes and relevant devices unless they are of good construction and have been examined and certified safe by a competent examiner before use.
- Fix the connectors properly.



Gas Welding and Flame Cutting



- Do not twist the pipes.
- Do not overuse compressed air for cleaning.
- Remove dust from clothing and skin with a brush or a vacuum cleaner.

- Do not use the gas welding or flame cutting equipment unless you are at least 18 years old and have a valid certificate.
- Do not use any gas cylinders unless it is fitted with flashback arrestors.
- Wear personal protective equipment.
- Keep the workplace clean.
- Place fire extinguishers within reach.
- Keep gas cylinders in an upright position and secure it properly to avoid overturning.
- If gas leakage is detected, stop working and report it to your supervisor immediately.

Points to Remember

- Be careful when digging with hands, there may be cables just below the surface.
- Use a spade or shovel NOT a fork or pick-axe.
- Make sure not to leave any tools into the ground.
- If a concrete embedded cable is found, do not break, seek expert advice.
- Handle damaged cables with caution, even if they are minor or slightly damaged.
- Always wear protective clothing and tools to avoid flash burns.



Fire Risk and Safety

Fire Risk



- Always keep the workplace clean and tidy.
- Handle machinery and tools that may generate sparks or heat carefully.
- Do not smoke or use naked flames in any area containing flammable or explosive substances.
- Understand where and how to use fire extinguishers.
- Know the place of assembly for fire evacuation.

Public Safety



- Pay attention to public safety.
- Community members are often unaware or do not understand the work carried out on construction sites and the risks involved.
- Take great care to prevent the fall of materials from any height.
- Do not stack materials on floor edges or on scaffolds.

Points to Remember

- Use the right fire extinguishers for right situation.
- Learn and practice how to use the fire extinguishers



Personal Safety & Protection (PPEs)

Personal Protective Equipment



- Use only those “personal protective equipment” which provided by your employer, for your own safety.
- When working at a height, wear a safety harness and secure it to a safe anchorage point.
- A bamboo scaffold is not a safe anchorage point, so do not fasten the safety harness to it.
- Consult your supervisor if in doubt.
- Use safety glasses or shields for welding, cutting, or nailing.
- Use head protection with proper hardhats to be worn at all times – and replaced if cracked, dented, or after a heavy blow.

Mask & Gloves



- Remember to wear a mask when working in a dusty environment.
- Wear gloves when handling or contacting chemicals
- Use hand protection with specialized gloves, such as rubber gloves for concrete work, welding gloves, and insulated gloves for electrical hazards.
- Gloves protect hands from chemicals and sharp objects

Eye Protection



- A wise worker will certainly take good care of their eyesight.
- A small fragment may cause serious consequences if it enters one's eyes.
- When there is a risk of eye injury, such as when breaking concrete or using abrasive wheels, you should wear appropriate eye protectors.
- Wear eye and ear protectors whenever necessary.
- Take proper care of the eye protectors provided to you.
- Replace damaged or defective eye protectors immediately.
- Ensure that eye protectors are comfortable to wear, and keep it clean.
- Use eye protectors for eye protection – do not put it on your head or hang it on your neck.
- **Bear in mind that eye protectors are replaceable, but not your eyes.**

Noise



- Wear ear protectors in areas with high noise levels.
- Properly wear ear protectors according to the instructions.
- Do not reuse disposable ear plugs.
- Clean ear protectors regularly.
- Ear protectors are to avoid noise, it's not a fancy gadget.



Safety Helmet



- Hard hats provide protection from falling objects
- Wear a safety helmet on a construction site.
- Keep the harness of the helmet clean and make sure that it fits well.
- Do not drill any holes on the helmet or use it for pounding.

Safety Shoes



- Use foot protection with slip-resistant and puncture-resistant work boots and safety-toed footwear to prevent injury from falling objects.
- Wear safety shoes to prevent foot injury.
- Safety shoes and boots protect workers feet from sharp or heavy objects.
- Footwear should be non-slip and steel toes.

Points to Remember

- It is safer and in most cases cheaper to eliminate hazards than to provide personal protective equipment.
- Your safety helmet protects you only if you have it on.
- Safety footwear is available in a variety of styles to meet a variety of requirements..
- Ninety percent of all eye injuries can be prevented by suitable eye protection.



Ergonomics and Working Spaces

Manual Handling Operations



- Avoid manual handling operations as far as possible to minimize the risk of injury.
- Estimate the weight of the load.
- Lift an object with a correct posture.
- Wear suitable protective equipment.
- Put on gloves as far as possible to protect your hands from any cut, scratch or puncture, and wear safety boots or shoes to prevent injury to toes by heavy falling objects.
- Seek assistance from someone in lifting a load if necessary.

Working at Height

- Avoid working at height where possible. If something can be assembled on ground level, do it there.
- Use equipment with an extra level of safety to reduce the risk of a fatal fall. A scaffold with a double guard-rail can be used.
- Minimize the consequences of a fall, use safety net.

Moving Objects



- Avoid working close to the moving object.
- Be vigilant of their surroundings, especially if the object does not have lights or beepers.
- Wear Personal Protective Equipment (PPE), such as a high visibility jacket, to ensure they are seen.

Slips, Trips, and Falls



- **Uneven surfaces** – The risk of these can be reduced by providing walkways that are clearly designated as walkways, having good conditions underfoot, and being well lit.
- **Obstacles** – Instances of slipping and tripping over obstacles can be dramatically reduced by everyone keeping their work and storage areas tidy and designating specific areas for waste collection.
- **Trailing cables** – Cordless tools should be used where possible. If this is not possible, cables should be run at high levels.
- **Wet or slippery surfaces** – If a surface is slippery with mud it should be treated with stone, and if it is slippery with ice it should be treated with grit. Any areas that are slippery should be signposted, and footwear with a good grip should be worn.

Points to Remember

- Arrange to sit whenever possible.
- Keep materials, tools and controls within easy reach.
- Make sure you got close enough to the task.



Safety Supervision & Communication

Safety Supervisors



- Supervisors are responsible to assist others workers to work smoothly and safely.
- They should receive specific safety trainings as they are the most important members of the construction team.
- They have legal responsibility or liability for the overall safety of the construction site.
- You should know, who is your safety supervisor.

Hazard Communication



- A list of all hazardous materials used in the workplace should be listed along with a written communication program regarding proper labeling and training.
- Be watchful and read the instruction provided with each hazardous material.
- Each container of hazardous substances should be appropriately labeled.



Section 5

**IN CASE OF EMERGENCY
(First Aid)**





In case of Emergency - First Aid Protocols



11 Basic First Aid Procedures for Non-Paramedical Person at Construction Sites

Work on construction sites can be hazardous. The ten basic first aid procedures can help someone get through a medical emergency, at least until paramedics arrive or someone can transport them to a hospital. The first responders should be trained by an authorized paramedic. Until then, one can learn basic first aid procedures for on-the-spot assistance on a construction site.

Unconsciousness



When someone is unconscious or unresponsive, a basic tenet of first aid is ABC:

- **Airway:** If someone's not breathing, clear their airway.
- **Breathing:** If the airway is clear and they're still not breathing, provide rescue breathing.
- **Circulation:** Chest compressions to keep blood circulating should be performed along with rescue breathing. If the person is breathing but unresponsive, check their pulse to see if their heart has stopped and, if so, provide chest compressions.

CPR (Cardiopulmonary Resuscitation)



- Get someone to call emergency number _____ or the medical staff for your help.
- Start chest compressions immediately. Push down hard and fast in the center of the chest, allowing the chest to come back up naturally between compressions.
- Continue until someone with more training has arrived.
- If you're trained in CPR, use chest compressions and rescue breathing.
- Use an AED if one is available. It's important to not delay chest compressions, though, so have someone else find one while you do chest compressions.

Bleeding



- Rinse the wound with water if possible.
- Cover the wound with a gauze or cloth (towel, blanket, clothing, whatever's available).
- Apply direct pressure to stop the blood flow and encourage clotting.
- If possible, elevate the bleeding body part above the heart.
- Don't remove the cloth if it becomes soaked through, but add more layers if needed. Removing the first layer will interfere with the clotting process and result in more blood loss.
- Once bleeding is stopped, apply a clean bandage.

Choking



- Stand behind the person and lean them slightly forward
- Put your arms around their waist
- Clench a fist and place it between their navel and rib cage
- Grab your fist with your other hand
- Pull the clenched fist sharply backward and upward under their rib cage in 5 quick thrusts. Repeat until the object is coughed up.



Burns



- Flush the burned area with cool running water for several minutes. Do not use ice.
- Apply a light gauze bandage.
- Take ibuprofen or acetaminophen for pain relief if necessary.
- Do not break any blisters that may have formed.

Blisters



- Wash your hands and sterilize a needle with alcohol.
- Make small punctures at the edge of the blister.
- Gently push the fluid out.
- Apply antibiotic ointment.
- Bandage it.
- If possible, take steps to protect the area from further rubbing or pressure.

Broken Bone or Fracture



- Don't try to straighten it.
- For a limb, use a splint and padding to immobilize it.
- Put a cold pack on the injury, with a barrier between it and the skin to prevent tissue damage. If ice is all that's available, put it in a plastic bag and wrap it in a shirt or towel.
- If it's an extremity, elevate it.
- Give anti-inflammatory drugs like Advil (ibuprofen) or Aleve (naproxen) for pain.

Sprains



- Immobilize the limb
- Apply a cold pack
- Elevate the injured part if you can do so safely
- Use NSAIDs for pain

Nosebleeds



- Lean slightly forward, not back.
- Pinch the nose just below the bridge, high enough that the nostrils aren't pinched closed.
- Check after five minutes to see if bleeding has stopped. If not, continue pinching and check after another 10 minutes.
- You can also apply a cold pack to the bridge of the nose while pinching.

Frostbite



- Get out of the cold.
- Immerse the affected area in warm water (98 to 105 F) for 20 to 30 minutes.
- Do not rub the affected area.
- Do not use sources of dry heat (like a heating pad or fire air).
- For fingers and toes: After they're warm, put clean cotton balls between them.
- Loosely wrap the area with bandages.
- Use Tylenol or Advil for pain.
- Get medical attention as soon as possible.



Bee Stings



- Get the stinger out way anyway you can to keep it from injecting more venom. The method doesn't matter—it's most important to do it quickly.
- Wash the area with soap and water.
- Use a cold pack to reduce swelling at the site, but don't apply ice directly to the skin.
- Use an antihistamine like Benadryl (diphenhydramine) to reduce swelling and itching.
- Use Advil or Tylenol for pain.

Points to Remember

- You are neither a doctor nor a health physician – contact Health Care Provider or Paramedical Staff until you provide First Aid.
- The First Aid is the immediate care to an injured person at construction site. The purpose of first aid is to minimize injury and future disability. In serious cases, first aid may be necessary to keep the victim alive.



In Case of Fire








If you discover a **FIRE**:

1. Please call _____
2. Contact your **supervisor**.
3. Tell other **employees** in the area to evacuate.
4. Go to the **designated assembly point** outside the building.
5. If the fire is small (such as a wastebasket fire) and there is minimal smoke, you may try to put it out with a fire extinguisher.
6. If the fire grows or there is thick smoke, do not continue to fight the fire.
7. Go to the designated assembly point outside the building.

When and How to Complain about an Accident

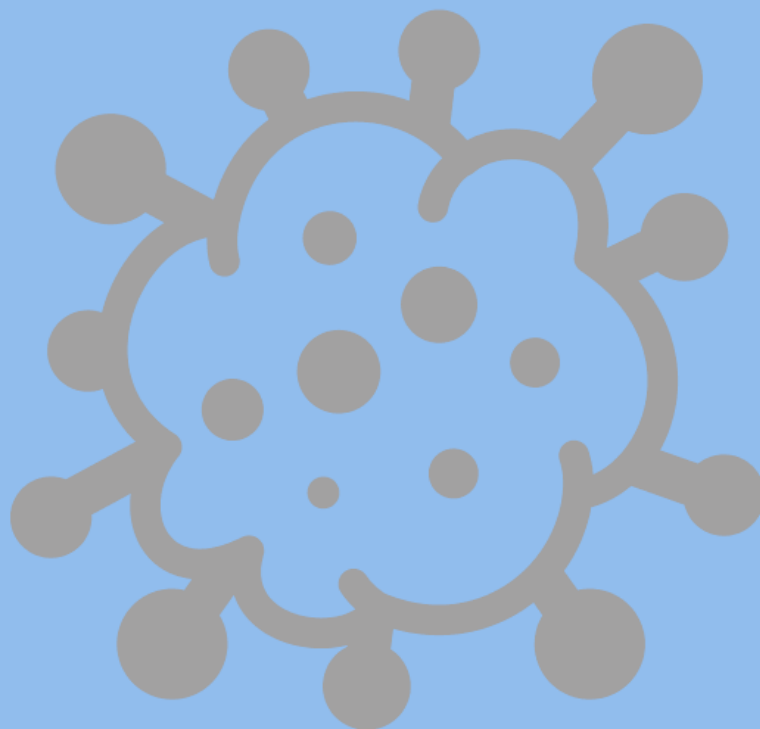
If you believe working conditions are unsafe or unhealthy, you may file a confidential complaint and ask for an inspection, you may use the following means to launch a complaint:



		Contact / Location
Drop a Complaint		Drop a short note (or use prescribed form) in Complaint box. _____
Telephone		Call your safety officer or concerned manager _____
In Person		Visit or meet your Safety Officer, Supervisor or Manager _____
E-mail		Write an email to your Safety Officer, Contractor or Consultant _____
WhatsApp		Send a social media message with picture or video of hazards area _____

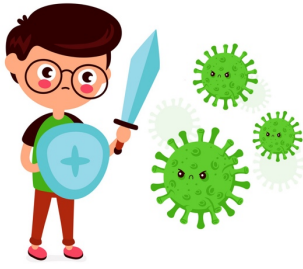
Section 6

**PROTECTION FROM
COVID19**





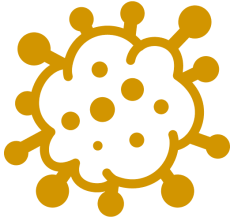
COVID-19



What is Coronavirus or COVID-19?

Coronaviruses, like the new COVID-19 outbreak that began in China, cause mild to severe respiratory illness including death. COVID-19 has since spread worldwide. The new strain of coronavirus, COVID-19, was first reported in Wuhan, China in December 2019. The virus has since spread to all continents (except Antarctica).

Who is most at risk of contracting COVID-19?



- People who live in or have recently traveled to any area with ongoing active spread.
- People who have had close contact with a person who has a laboratory-confirmed or a suspected case of the COVID-19 virus. Close contact is defined as being within six feet of an infected person for a *cumulative* total of 15 minutes or more over a 24-hour period.
- People over age 60 who have pre-existing medical conditions or a weakened immune system.

Symptoms and Signs of COVID-19

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. Anyone can have mild to severe symptoms.

Symptoms	Signs
<ul style="list-style-type: none"> • Fever or chills • Cough • Shortness of breath or difficulty breathing • Fatigue • Muscle or body aches • Headache • New loss of taste or smell • Sore throat • Congestion or runny nose • Nausea or vomiting • Diarrhea 	<ul style="list-style-type: none"> • Trouble breathing • Persistent pain or pressure in the chest • New confusion • Inability to wake or stay awake • Pale, gray, or blue-colored skin, lips, or nail beds, depending on skin tone
Immediate Actions	
<ul style="list-style-type: none"> • Consult your physician, Doctor or Nurse. • Get isolated, avoid contact with others, even your family. 	<ul style="list-style-type: none"> • Seek emergency medical care immediately • Call 1166 – Corona Helpline

Layers 2, 3, 4, and so on may exhibit a variety of symptoms.

Refer to government alerts and guidelines for protection.



About the Mask (COVID-19)

Selecting a Mask

	<ul style="list-style-type: none"> Choose masks that have two or more layers (2 ply, 3 ply with spun bond) with washable, reusable and breathable fabric 		<ul style="list-style-type: none"> Avoid masks made of fabric that makes it difficult to breathe, such as vinyl.
	<ul style="list-style-type: none"> Completely cover your nose and mouth 		<ul style="list-style-type: none"> Have exhalation valves or vents that allow virus particles to escape.
	<ul style="list-style-type: none"> Fit snugly against the sides of your face and don't have gaps 		<ul style="list-style-type: none"> Are intended for healthcare workers, such as N95 and K95 respirators.
	<ul style="list-style-type: none"> Have a nose wire to prevent air from leaking out of the top of the mask 		

How NOT to Wear a Mask

Around your neck	Under your nose	On your forehead
On your chin	Only on your nose	Dangling from one ear
On your arm		

Do wear a mask that

- Covers your nose and mouth and secure it under your chin.
- Fits snugly against the sides of your face.





Keeping Hands Safe

How Germs Spread

- Touching your eyes, nose, and mouth with unwashed hands
- Preparing or eating with unwashed hands
- Touching contaminated surfaces or objects
- Blowing your nose, coughing, or sneezing into hands and then touching other people's hands or common objects

How to Wash Hands

1. Wet



Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.

2. Apply Soap



Apply soap and lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.

3. Wash (20 Seconds)



Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.

4. Rinse



Rinse your hands well under clean, running water.

2. Dry



Dry your hands using a clean towel or air dry them.

2. Turn off Water



With paper towel to avoid germs contact.

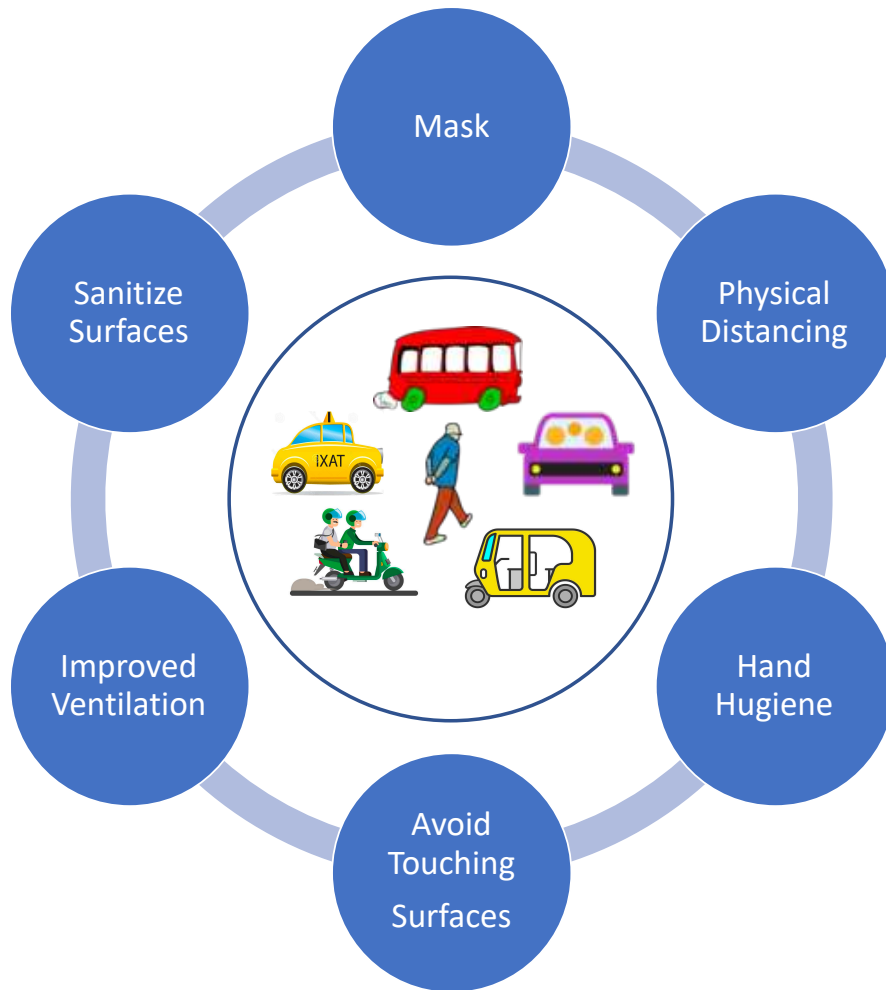
When and How to Wash Your Hands

Before & After	After
<ul style="list-style-type: none"> • Before, during, and after preparing food • Before and after eating food • Before and after caring for someone at home who is sick with vomiting or diarrhea • Before and after treating a cut or wound 	<ul style="list-style-type: none"> • Using the toilet • Changing diapers or cleaning up a child who has used the toilet • Blowing your nose, coughing, or sneezing • Touching an animal, animal feed, or animal waste • Handling pet food or pet treats • Touching garbage



Workers on Public and Shared Transport

The world is currently faced with a pandemic of COVID-19, a virus that spreads so fast through droplet infection especially in crowded places and causes illness. The crowded places such as parks, shopping malls, bus stops are the most high-risk areas. Therefore, it is important that we practice preventive measures especially when are with someone else, especially transports to/from work. Following 06 elements are highly essential beside the list given below.



Point to Remember

- You are most precious thing on the earth – **Get Vaccinated**
- Follow COVID19 protocols for yours and your love one's safety.
- Obey COVID19 guidelines and warning signs.
- If you feel uncomfortable (distance or crowded) a place or vehicle avoid be there.
- Never allow any family members, friend or visitor to violate COVID guidelines, its not only for them but you and your family's health
- It is advised to physically distance not social disconnect.
- Help and convince other to follow COVID19 guidelines and vaccination.



Guidelines for Transportation⁵ (Public and Shared Transport) during COVID

Transport is mostly provided by the employers at the worksites. Workers/passengers should be informed about the protocols for private, public or shared transportation. Following guidelines may be useful to share:



Bus Stop

- Wash your hands often with soap and water for at least 20 seconds especially when you are in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 70% alcohol.
- Avoid touching your hands to eyes, nose, and mouth.



Bus Cleanliness

- All scheduled buses, before they are allowed to be used for public service should be disinfected properly and ensure that all frequently touched parts in the bus such as seat handles, railings etc are sanitized.
- Buses should not commence moving until passenger are properly seated and passengers should not get up from their seating until bus has stopped for alighting so that they are not required to touch handrails and seats for support.
-



Transport Managers / Crew

- Bus crew should wear approved personal protective equipment and maintain the required hygiene at all times.
- Bus Stop managers to check body temperature of passengers
- Regular instructions to be issued to all transport operation staff
- Notices about COVID-19 prevention, health and safety guidelines should be displayed in each vehicle for public awareness.
- Notices on wearing face masks properly to be displayed graphically emphasizing that improper use increases the risk of infection from touching the face more often.



Passengers

- Treat transport staff with respect and follow instructions from your transport operator.
- Wait for passengers to get off first before you board
- Maintain at least 1 metre (3 feet) distance with other passengers when seated
- Avoid sitting or standing within 6 feet of the bus driver seat.
- Use hand sanitizer that contains at least 70% alcohol.
- Wear face mask (disposable/ cloth face covering).

⁵ International Travelers should follow the guidelines of country of origin and country of destination. In Pakistan Air Travel Guidelines buy Civil Aviation Authority CAA (<https://www.caapakistan.com.pk/>) should be followed.



-
- Avoid touching the surfaces often touched by other passengers



Bus Air Conditioning

- Keeping windows open, when possible
 - Increasing ventilation by adjusting air conditioning
 - The air conditioner should be equipped with air purification and disinfection
-

GoP's guidelines for public transport can be found at: <https://covid.gov.pk/guideline>.





My Personal Safety Action Plan

Things to Do	Professional & Occupational Safety	Personal Health and Hygiene
Next 1 month		
Next 3 months		
Next year.		





The SIGN Quiz (Keys)

 <p>غیر متعلقہ افراد مشین کو استعمال نہ کریں</p>	 <p>تمباکو نوشی منع ہے</p>	 <p>یہ پانی پینے کے قابل نہیں</p>
 <p>ٹھنڈا ٹمپریچر</p>	 <p>خطرہ - نقصان دہ کیمیائی مادہ</p>	 <p>Biological Risk</p>
 <p>یہاں پر چہرے کے حفاظتی آلات پہننا ضروری ہے۔</p>	 <p>یہاں پر تنفس کے حفاظتی آلات پہننا ضروری ہے۔</p>	 <p>یہاں پر حفاظتی جوتے پہننا ضروری ہے</p>
 <p>خبردار ٹرکوں سے ہوشیار رہیں</p>	 <p>ٹھوکر لگنے کا خطرہ</p>	 <p>خطرہ - ہائی وولٹیج</p>
 <p>یہاں حفاظتی لباس کا استعمال ضروری ہے۔</p>	 <p>اس علاقے میں ماسک پہننا ضروری ہے</p>	 <p>یہاں حفاظتی دستانوں کا استعمال ضروری ہے۔</p>
 <p>چھونا منع ہے</p>	 <p>آتشگیر مادہ</p>	 <p>کھلا شعلہ منع ہے</p>
 <p>یہاں حفاظتی ہیلیمٹ کا استعمال ضروری ہے۔</p>	 <p>دور رہیں</p>	 <p>وزن کو صحیح طریقے سے اٹھائیں</p>
 <p>خبردار اوپر سے وزنی سامان گر سکتا ہے</p>	 <p>خبردار - پھسلنے کا خطرہ</p>	 <p>گلا دینے والا مادہ</p>



Online Resources for Further Learning and Studies

Work at Height Safety Basics

<https://www.youtube.com/watch?v=1hiXaWU-dmo>

Slips, trips and falls

<https://www.youtube.com/watch?v=opinrQacyo>

<https://www.youtube.com/watch?v=dWzYLqVyf1Y>

https://www.youtube.com/watch?v=H_iYaQSJTdc

Workplace Lifting

<https://www.youtube.com/watch?v=LviUp94t65Q>

<https://www.youtube.com/watch?v=h8leJZsz-Sw>

Chemicals

<https://www.youtube.com/watch?v=5PrAybF5mJg>

Risk Assessment

<https://www.youtube.com/watch?v=rTVrxNwNiFM>

PPEs

<https://www.youtube.com/watch?v=V9L07raszEw>

<https://www.youtube.com/watch?v=QEB7wE-YFXq>

Work At Height

<https://www.youtube.com/watch?v=0kGHSt78K1w>

Work while Sleep

<https://www.youtube.com/watch?v=uW8FgS5DpWw>

Warehouse health and safety hazards

https://www.youtube.com/watch?v=sTMDBAV8FU0&list=PLenAn7_IeCt_vsMs400jclCYA97XTIMKq