

Subcontractor Site Specific Safety Plan Summary



NB: Attachments or responses that are to accompany this SSSP are detailed in italics

Subcontractor _____

Contract name _____

Project location _____

Scope of works _____

Name of subcontractor's site based safety representative _____

Contact phone number _____

Are notifiable works associated with work on this project?

Yes No

WorkSafe NZ has been notified and a copy of the Notice of Hazardous Work is attached

WorkSafe NZ has yet to be notified and a copy of the Notice of Hazardous Work will be forwarded at that time

A pre op hazard identification has been done to identify what hazards may be involved in this contract work. Once work begins on site regular site inspections will be carried out in case hazards or their controls change. Subcontractors are also included in site inspections carried out by Alexander's Group of Companies

Description of job and Specific Hazards

Are there high risk materials/equipment likely to be present?

Yes No

If 'Yes' please supply relevant SDS's and an indication of what quantities you will be bringing on site

Are there any processes that relate to the following?

Work around Underground utilities? Yes No

Working at height? Yes No

Confined Spaces? Yes No

Work within 4m of overhead power lines? Yes No

Work involving asbestos? Yes No

Where asbestos is present please supply asbestos test results and a removal plan

(If Yes to any of the above, please specify details and what controls are in place to manage those risks – Supply documentation to assist)

Check for Alexander's
Subcontractor has supplied accompanying documentation as requested

Yes No NA

Yes No NA

Yes No NA

Yes No NA

Yes No NA

General Medium to High Risk Hazards relating to the job

Are there any medium or high risk hazards that relate to the project? (not mentioned above) Yes No

- Identified hazards and the way they will be controlled are on the attached Hazard Register
- Any additional documentation to aid in Hazard identification is attached e.g. Task Analysis, Method Statements
- All electrical equipment brought on site will be tagged and up to date. Please confirm Yes
- Approved Traffic Management Plan attached if required

| | | | | | |
|-----|--------------------------|----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> | NA | <input type="checkbox"/> |
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> | NA | <input type="checkbox"/> |
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> | | |
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> | NA | <input type="checkbox"/> |

In the event of an emergency ACL staff, subcontractors and visitors will follow our Site Emergency Plan.

Emergency procedures and site hazards are covered in site inductions.

Subcontractor's first aid kit will be kept _____

Subcontractor's Staff members trained to give assistance in the event of an emergency are as follows
(please specify name and training) _____

| | | | | | |
|-----|--------------------------|----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> | NA | <input type="checkbox"/> |
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> | NA | <input type="checkbox"/> |

A register of accidents or near misses will be kept on site and copied to the company Accident Register. Choose one of these 2 options

- Copies of the Subcontractor Accident/Near Miss investigation forms and Accident Register have been supplied to ACL in the last year
- Copies of the Subcontractor Accident/Near Miss investigation forms and Accident Register are attached

| | | | | | |
|-----|--------------------------|----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> | NA | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|----|--------------------------|

Training/Induction

Staff have been trained in the tasks relevant to this contract and deemed competent.

Yes No

All persons under our control on site are inducted on site safety in general

Yes No

Relevant staff training records or a completed Training Register is available on request.

Site Inspections

Frequency of subcontractor's site Inspections are? _____

| | |
|--|-------------------|
| For use of Alexander's Group of Companies | |
| <input type="checkbox"/> Copy to client | |
| Project Manager _____ | Date _____ |
| Site Safety Officer _____ | Date _____ |
| <input type="checkbox"/> Copy of approved summary page to H&S Admin file | |