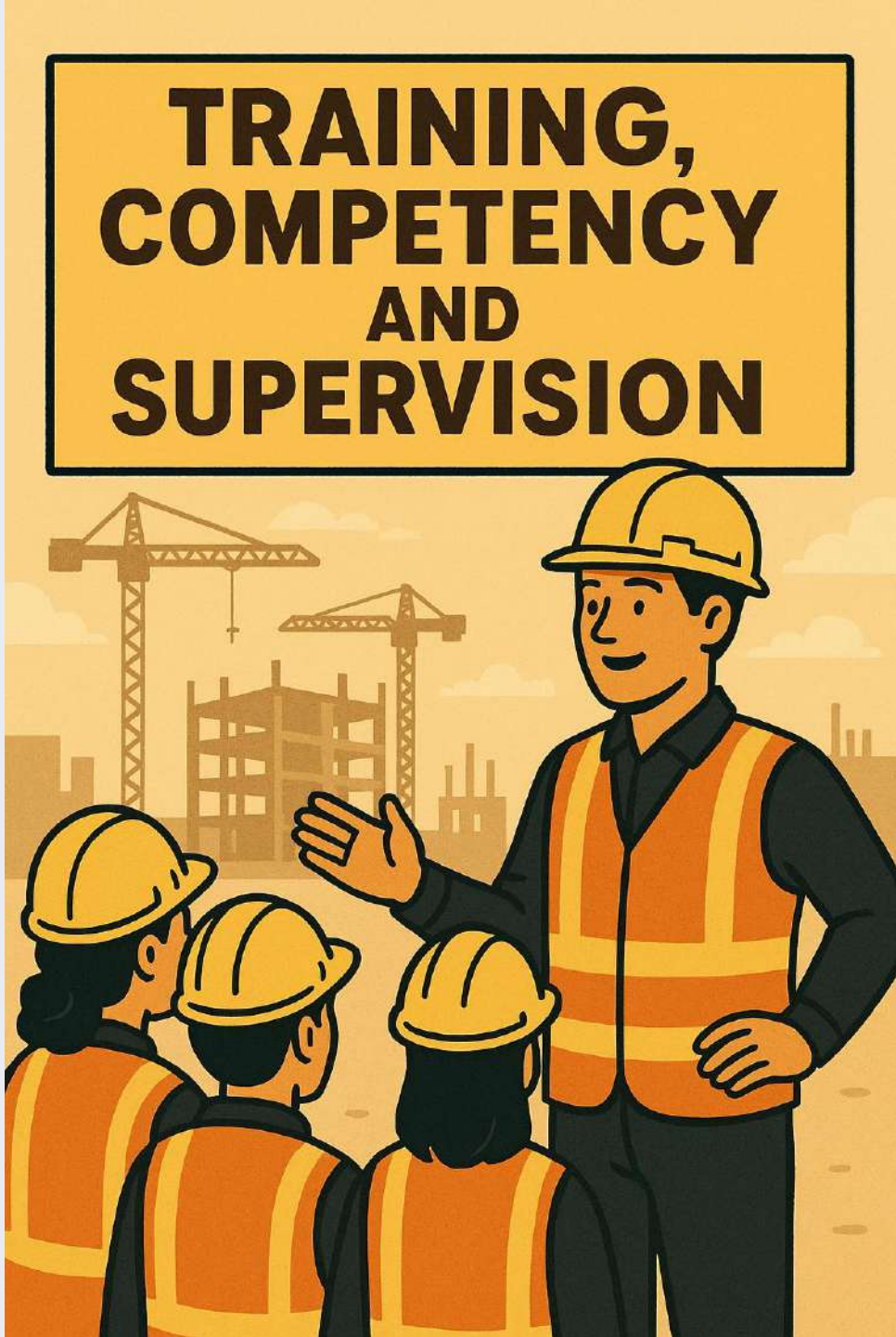
PART III. SAFETY ADMINISTRATION

1. Safety audits and site inspections
2. Training competency & supervision
3. Worker health, welfare & wellbeing
4. Incident investigation, root cause analysis & Corrective action plan
5. Ownership and accountability



Source: Aninver

01. Safety audits and inspections

Monitoring, audits and continuous improvement

Effective OHMS implementation relies on continuous, multi-level monitoring and standardized reporting to ensure compliance and guide improvements. Data should be analyzed by contractor, location, and activity to identify trends. Regular internal and external audits assess performance, verify compliance, and inform updates to procedures and training

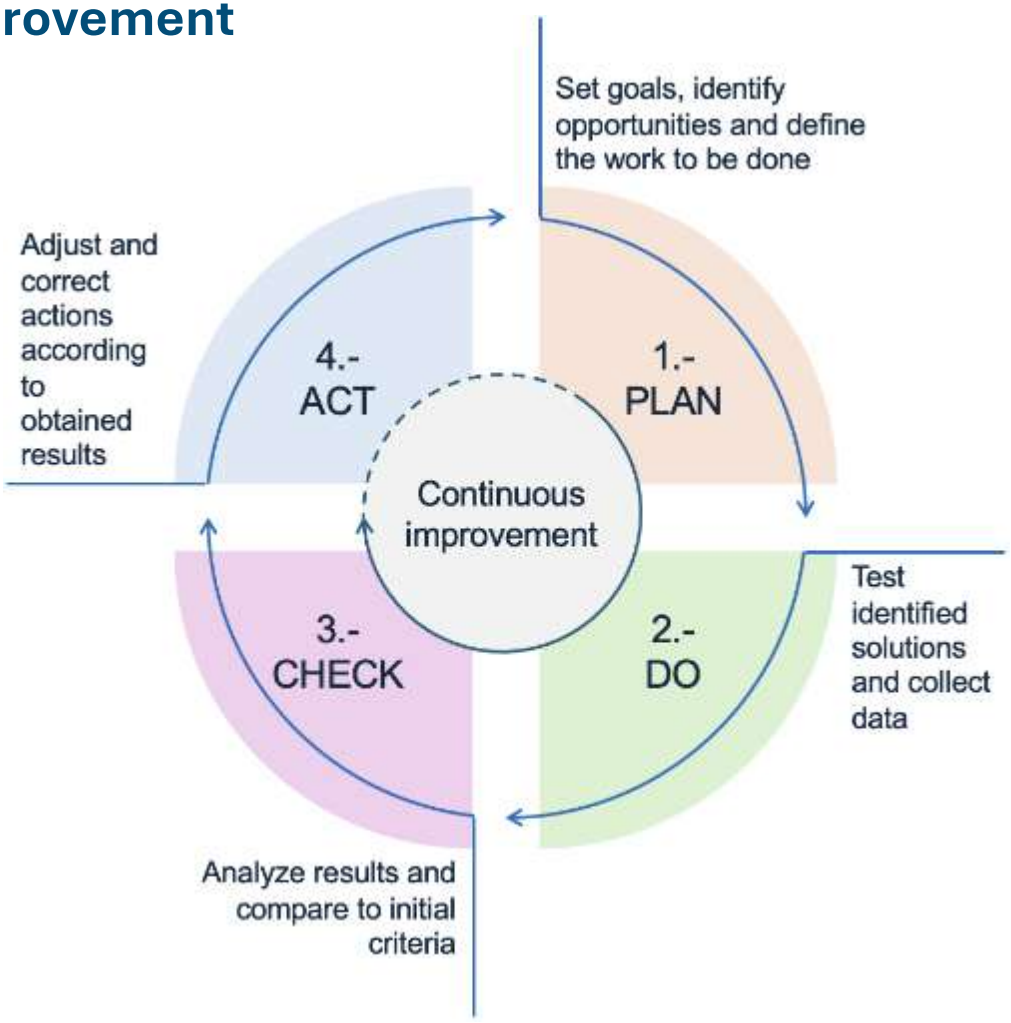


Figure 3: PDCA framework

Source: Aninver based on Edward Deming

01. Safety audits and inspections

Safety audits and site inspections

Safety audits are formal, structured reviews carried out periodically (e.g. monthly or quarterly), **site inspections** are more frequent and operational, focusing on real-time identification of unsafe conditions. Both aim to detect hazards early, enforce corrective actions, and ensure that OHS systems are functioning as intended.

Digital Tools in Use

- Mobile audit apps with photos, geotagging, and auto-scoring
- Real-time dashboards for supervisors and client oversight
- Improved transparency and faster safety response

Core Principles

Systematic Approach – Use standard templates and risk-based focus

Worker Involvement – Include frontline workers for practical insights.

Timely Reporting – Classify observations by risk level and escalate quickly.

Compliance with Global Standards.

Follow-Up & Accountability – Track corrective actions via CMMS or dashboards

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02. Training, Competency & Supervision

Competency framework by role

Key Pillars of Role-Based Competency in Construction:

- **Defined Safety-Critical Tasks**
- **Realistic, Hands-On Training**
- **Language & Comprehension First**
- **Ongoing Competency Verification**
- **Proof & Traceability**

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Source: Aninver

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02. Training, Competency & Supervision

Safety induction and toolbox talks

Safety Inductions offer formal onboarding, ensuring all workers understand project-specific health, safety, and environmental protocols before starting work. **Toolbox talks** are short, focused safety briefings held on-site, reinforcing daily risk awareness and safe behaviours. Together, they build a **proactive safety culture** and **reduce workplace incidents**

Key Components:

- Induction before work
- Refresher Inductions
- Daily Toolbox Talks
- Visual & Interactive
- Document & Follow Up

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02. Training, Competency & Supervision

Addressing language and comprehension barriers in safety training

Language and literacy barriers represent a critical risk factor on construction sites, particularly in countries like India where the workforce is highly mobile and linguistically diverse.

Key Components:

1. Demonstration-based training
2. Multilingual and visual communication
3. Language mapping during induction
4. Audio-visual training tools
5. Peer safety champions and interpreters

Source: Aninver

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02. Training, Competency & Supervision

Addressing language and comprehension barriers in safety training

DO'S	DON'TS
Survey workers' languages during induction and adapt communication accordingly	Don't assume all workers understand the regional or official language
Use signs, colors, and images to reinforce written safety protocols	Don't rely on written text or policy manuals alone
Provide task-specific videos or audio content in multiple languages	Don't ignore signs of confusion or unsafe practices due to poor comprehension
Repeat demonstrations and observe for correct behaviour	Don't conduct toolbox talks only in one language
Empower bilingual staff to assist with translations and safety messaging	Don't assign critical tasks without confirming understanding
Conduct comprehension checks during safety audits	Don't overlook feedback from migrant or low-literacy workers
Encourage anonymous reporting of communication difficulties	Don't wait for incidents to reveal communication gaps
Update materials regularly based on workforce changes and feedback	

Do's and Dont's lenguaje and comprehension

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02. Training, Competency & Supervision

Supervisors and safety officers are key personnel tasked with translating organizational safety protocols into real-world, on-site implementation. They act as enforcers and facilitators of occupational health and safety (OHS) practices.

Key Competencies and Responsibilities :

- Verification of worker competence
- Leadership in daily safety communication
- Monitoring PPE and permit compliance
- Hazard identification and site supervision
- Coordination and emergency readiness

Source: Aninver

02. Training, Competency & Supervision

Supervisor and safety officer requirements

DO'S	DONT'S
Verify the qualifications and competencies of all workers	Don't assign tasks to untrained or unauthorized workers
Deliver daily briefings and maintain clear documentation.	Don't ignore minor safety violations or delay enforcement
Intervene immediately when unsafe practices are observed	Don't rely solely on written procedures without active monitoring
Coordinate hazard controls across work teams	Don't conduct toolbox talks without tailoring them to current site conditions
Promote a culture of safety ownership at all levels	Don't operate without updated permits or inspections
Align safety oversight with international standards (ILO, IFC, World Bank)	Don't assume risks are covered by others

Do's and Dont's supervision

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02. Training, Competency & Supervision

Source: Aninver

Lessons learned and knowledge sharing

Knowledge sharing becomes especially critical in projects involving **informal or subcontracted labour.** Project developers must facilitate access to safety learnings through multilingual, visually supported materials and oral briefings, especially for low-literacy workers.

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02. Training, Competency & Supervision

Lessons learned and knowledge sharing

"Lessons learned and knowledge sharing" refers to the systematic collection, analysis, dissemination, and institutionalization of safety insights gained from audits, incidents (including near-misses), safety inspections, and regular monitoring activities. Significant incidents must trigger structured learning to improve project-wide safety practices.

Structured learning mechanism include:

- **Creating safety alerts**
- **Updating procedures**
- **Organizing retraining sessions to prevent recurrence**

Lessons learned should be transformed into knowledge:

- ✓ Codifying incident findings into project-wide safety protocols.
- ✓ Integrating recommendations into revised method statements or Job Hazard Analyses (JHAs).
- ✓ Sharing case studies during toolbox talks and supervisor briefings.

02. Training, Competency & Supervision

Competency framework by role

DO'S	DON'TS
Define clear competency standards for every role	Don't assume experience = competence without checks
Translate safety instructions into top site languages	Don't ignore language gaps that impact safety
Use images, videos & demos to tackle literacy barriers	Don't skip refreshers after redeployment/long leave
Log all training & certificates in a centralized register (CTMS)	Don't give complex manuals to workers who can't read them
Reassess after incidents or role changes	Don't use one-size-fits-all training for all roles
Empower bilingual workers as interpreters in toolbox talks	Don't skip skill checks for high-risk equipment
Use pictorial SOPs on equipment & high-risk areas	Don't assign tasks without valid certifications
Audit understanding with interviews — not just paperwork	Don't treat competency as a one-time formality

Do's and Dont's competency framework by role

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03. Worker Health, Welfare & Wellbeing

Worker wellbeing

Worker wellbeing in construction is not limited to preventing injuries. It includes ensuring humane, hygienic, and dignified conditions that protect workers' physical, mental, and social health.

Key Pillars of Role-Based Competency in Construction:

- **Safe and Hygienic Work Conditions**.
- **Mental and Social Health**.
- **Impact on Surrounding Communities**.
- **Compliance with Global Standards**.
- **Integration with Safety Systems**.

Source: Aninver

03. Worker Health, Welfare & Wellbeing

Occupational health risks

Occupational health risks in construction refer to long-term hazards physical, chemical, biological, or ergonomic that may not cause immediate injury but gradually impact a worker's health.

Key Components (IFC & ILO Principles):

- **Risk Identification & Assessment**
- **Health Surveillance & Medical Screening**
- **Occupational Hygiene Measures**
- **Special Focus on Vulnerable Workers**

Source: Aninver

03. Worker Health, Welfare & Wellbeing

Occupational health risks

GOOD PRACTICES	AVOID
Systematically assess risks like silica dust, welding fumes, and noise.	Don’t rely only on PPE to control risks.
Prioritize eliminating or substituting hazards before engineering controls and PPE.	Don’t exclude temporary or subcontracted workers.
Conduct risk-based medical exams while respecting confidentiality.	Don’t ignore early signs of occupational illness.
Train all staff, including temps and subcontractors, on risks and safe practices.	Don’t treat occupational health as a one-time task.
Design workspaces with ventilation, noise control, and ergonomics from the start.	Don’t generalize risks—tailor controls to each job type.

Table 17: Do’s and Dont’s occupational health risks

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03. Worker Health, Welfare & Wellbeing

Sanitation and rest facilities

Sanitation and rest provisions are crucial for maintaining workers' health, dignity, and productivity on construction sites

Key Requirements

- ✓ Toilets: 1 per 15–25 workers, gender-separated, clean, and maintained daily.
- ✓ Drinking Water: Cool, safe, and within 100 meters of work areas.
- ✓ Rest Areas: Shaded, ventilated, with seating—especially in hot climates.
- ✓ Cleaning: Daily with inspection logs and regular checks.
- ✓ Accommodation: 4–6 m^2 per person, with ventilation, lighting, toilets, showers, fire safety, and healthcare access.
- ✓ Privacy: Gender-separated, secure, and private facilities.
- ✓ Monitoring : Include in audits and allow anonymous reporting of issues.

Source: Aninver

03. Worker Health, Welfare & Wellbeing

Sanitation and rest facilities

DO'S	DON'TS
Provide clean, gender-separated toilets and bathing areas near work and living spaces.	Don't neglect gender-specific needs—female workers must have proper facilities
Ensure all workers have access to safe water and shaded rest areas.	Don't allow overcrowded, poorly ventilated camps.
Inspect, clean, and maintain facilities regularly with proper records.	Don't skip daily cleaning or assign untrained maintenance staff
Build housing to international standards with fire safety, healthcare, and common areas.	Don't assume compliance—inspect often and involve external monitors.
Train supervisors to treat hygiene and dignity as part of workplace safety.	Don't ignore grievances—workers need safe ways to report problems.

Do's and Dont's sanitation and rest

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03. Worker Health, Welfare & Wellbeing

Fatigue management, mental health, and worker welfare

Fatigue and **poor mental health** significantly impact construction worker safety and performance, particularly in India where long hours, inadequate rest, and precarious living conditions are common

Key Requirements:

Assess fatigue risks regularly

Conduct formal fatigue risk assessments, especially for night work, overtime, or irregular shifts.

Limit working hours and ensure rest

Ensure workers do not exceed 48 hours over 5 days, provide regular rest breaks, and at least 2 consecutive rest days per week.

Provide fair contracts and wages

Formalize employment conditions with contracts, fair wages, and predictable schedules to reduce stress.

Ensure access to mental health support

Train supervisors in mental health awareness and establish systems for counseling, especially for isolated or migrant workers.

Improve housing and nutrition

Adequate sleep and nutrition are essential to managing fatigue and preventing mental health deterioration

Source: Aninver

03. Worker Health, Welfare & Wellbeing

Fatigue management, mental health, and worker welfare

DO'S	DON'TS
Conduct fatigue risk assessments and adapt work schedules.	Don't ignore psychosocial risks
Promote mental health awareness	Overlook job insecurity, loneliness, or anxiety can lead to severe mental health crises..
Provide access to rest areas and breaks	Don't allow extended shifts without recovery time
	Working 12+ hour days without sufficient rest increases accident and injury risks.
	Leave workers unsupported. Especially for migrants, absence of grievance systems and mental health services can worsen distress

Do's and Dont's worker welfare

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03. Worker Health, Welfare & Wellbeing

Workers' accommodation

Workers' accommodation refers to any premises established to house project workers, either on a temporary or permanent basis. These include on-site camps, dormitories, rented housing, or employer-managed facilities designed to support a project's workforce

Responsible person:

- **Project Owner / Government Entity**
- **Contractor / Subcontractor**
- **Camp Manager / HSE Officer**

Best practices in building workers' accommodation

Source: Aninver

03. Worker Health, Welfare & Wellbeing

Community health and safety

Community Health and Safety (CHS) refers to measures taken to protect nearby populations from risks arising from construction activities including physical, environmental, and social threats. It aims to prevent harm, build resilience, and respect the rights of affected communities across all phases of a project.

- **Risk prevention throughout all project phases**
- **Traffic and mobility risk management**
- **Disease prevention and health promotion**
- **Emergency preparedness and seasonal response**
- **Responsible security management**

Figure 16: Objectives of community health and safety measures

Source: Aninver

03. Worker Health, Welfare & Wellbeing

Community health and safety

DO'S	DON'TS
Inform nearby communities regularly to explain risks, procedures and timelines.	Don't ignore local vulnerabilities
Secure hazardous areas to avoid accidental exposure or trespassing.	Don't allow unsecured work zones
Adapt road safety measures to protect pedestrians and vehicles from construction-related traffic.	Don't neglect seasonal hazards
Implement disease prevention for workers and surrounding communities.	Don't isolate security planning. Security protocols that disregard community concerns can create conflict and fear.
Include communities in emergency planning and ensure they understand alerts, evacuation routes, and communication channels.	Don't rely solely on written communication to reach all literacy levels

Do's and Dont's health and safety

03. Worker Health, Welfare & Wellbeing

Workers' accommodation

PREVENTIVE MEASURES

Living Space: Min. 3.6 m^2 per worker, 4–6 per room, with proper ventilation and ceiling height.	**Rest Areas:** Shaded, ventilated, with seating and fans—essential in hot climates.	**Hygiene Facilities:** 1 toilet per 15 workers,1 shower per 10 workers, gender-separated and culturally appropriate
Cleaning: Daily sanitation with maintenance logs	**Nutrition:** Healthy, affordable meals; clean cooking areas with regular food safety checks.	**Drinking Water:** Safe, cool, and within 100m of work areas.
Security & Privacy: Controlled access, lighting, lockable storage, and gender-sensitive lodging	**Communication:** Multilingual signs, camp rules, emergency contacts, and grievance info.	**Awareness:** Supervisors to inspect regularly; workers trained on facility use during induction and toolbox talks.

Potential risks in poorly managed workers' accommodation facilities

Potential risks in poorly managed workers' accommodation facilities

Source: Aninver

03. Worker Health, Welfare & Wellbeing

Workers' accommodation

DO'S	DON'TS
Provide safe, secure, and hygienic accommodation, with adequate space, lighting, ventilation, potable water, and sanitation facilities	Don't overcrowd rooms or house workers in substandard or hazardous structures.
Ensure segregation of accommodation from hazardous zones (e.g., worksites, fuel storage)	Don't allow construction activities or hazardous materials near sleeping or eating areas
Implement regular inspection and maintenance schedules	Don't ignore or delay repairs to infrastructure or essential services
Provide grievance redress mechanisms accessible to all workers	Don't tolerate intimidation or retaliation against workers raising concerns
Train staff on fire safety, hygiene, gender-based violence prevention, and emergency protocols	Don't overlook special needs of women, disabled, or vulnerable workers

Do's and Dont's workers' accomodation

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03. Worker Health, Welfare & Wellbeing

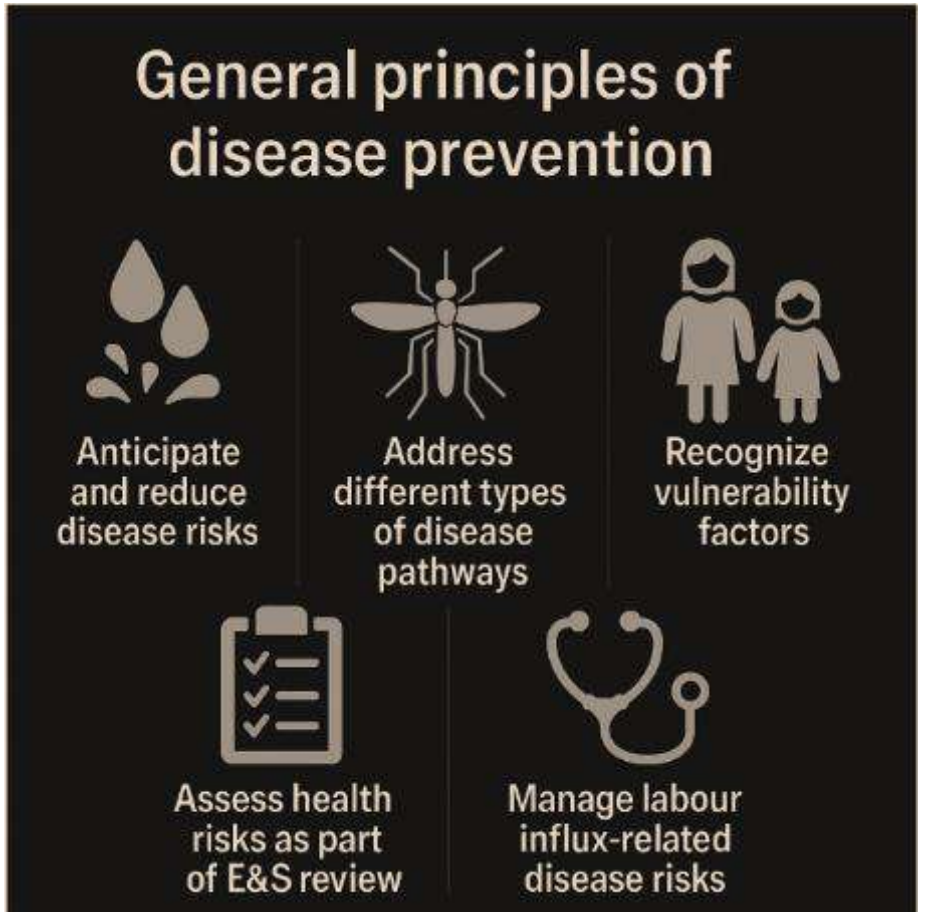
Community health and safety

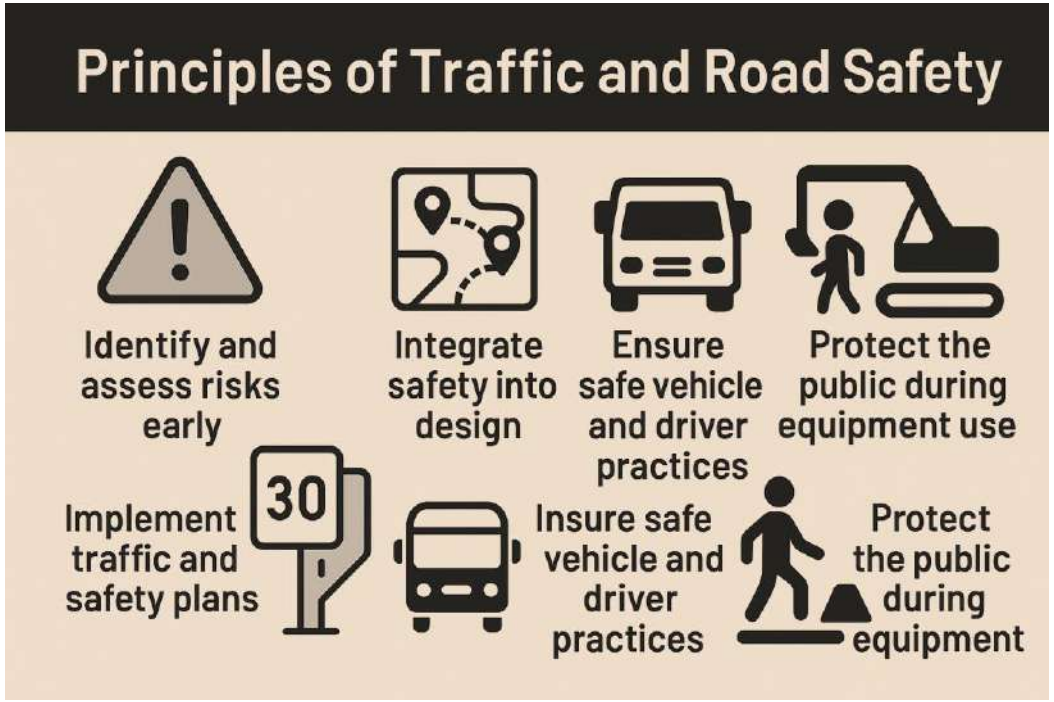
Source: Aninver

Source: Aninver

03. Worker Health, Welfare & Wellbeing

Community health and safety





Source: Aninver

04. Incident investigation and root cause analysis

Their purpose is to identify the factors that led to an incident so that systemic failures can be addressed and future occurrences prevented.

All incidents (injuries, illnesses, near misses, property damage, high-potential events) must be reported within **24 hrs** and investigated within **72 hrs**. Final reports are typically due in **28 days**.

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05. Ownership and accountability

Ownership and accountability in OHS refer to the clearly defined responsibilities of all project stakeholders in ensuring that health and safety measures are effectively implemented, continuously monitored, and adequately resourced

Mechanisms to enforce accountability:

🔍 **Clear definition of roles**: All project stakeholders (employer, contractors, supervisors, workers) must know and own their OHS responsibilities.

🧭 **Committed leadership**: Safety must be embedded at all levels of management—not left to a single department.

📊 **Responsibility matrix**: A practical tool to visualize who is accountable for each safety measure.

✅ **Enforcement mechanisms**: Audits, KPIs, corrective actions, and real consequences ensure compliance.

🗣️ **Positive reporting culture**: Encourage participation, reward good practices, and provide safe channels for reporting risks.

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Figura 86: Descripción de la imagen