COVID-Safe Worksite
and Tech-enabled tools

Multiple layers of Defence at Worksite

Builder (Main Contractor)

Put in place strict Safe Management Measures (SMM) at site	Monitor health status of workers and inform BCA thru daily submission	All workers and personnel to adopt TraceTogether and use SafeEntry

Safe Management Officer (SMO) and Safe Distancing Officer(SDO) – Appointed by Builder

Requirements similar to Site Safety officer which has the relevant skillset	Ensures that required SMM are fully implemented

BCA (Project Application process) + (Audit & Inspection Team)

Proessing of project applications for restart	Random Audit Inspections to check that SMM is properly implemented on site

Building and Construction Authority
We shape a safe, high quality, sustainable and friendly built environment.

1) Implement a System of Safe Management Measures at Worksites

Requirement	What companies must show when requested
Builder • To establish and implement a system on **Safe Management Measures** to provide a safe working environment and minimise risks of further outbreaks. • To appoint of *Safe Management Officers (SMOs) and Safe Distancing Officers (SDO)* **Duties of SMO** • To **conduct inspections and checks** to ensure compliance at all times, and to report to the Builder and document any non-compliance found during the inspections. • Builder has implemented a detailed monitoring plan to ensure compliance with Safe Management Measures and to ensure issues (e.g. remedy of non-compliance, risk mitigation) are resolved in a timely manner. SDO to assist SMO in ensuring the SMM are complied with and to help in carrying out necessary corrective actions. SDO to notify SMO and Builder if non-compliances to SMM are detected.	• *List, duties and detailed tasks of SMOs.* • *Show records of inspections, checks, and corrective actions.*

1) Implement a System of Safe Management Measures at Worksites

Requirement	What companies must show when requested
Builder to appoint **Safe Management Officers ("SMO")** and **Safe Distancing Officers ("SDO")** based on the following requirements: Total no. of workers ≤ 10 – 1 SMO Total no. of workers > 10 but ≤ 50 – 1 SMO and 1 SDO Total no. of workers > 50 – at least 1 SMO, and 1 SDO for every 50 workers *For illustration,* *For a site with a total of 50 workers, 1 SMO and 1 SDO are required.* *For a site with a total of 100 workers, 1 SMO and 2 SDOs are required.* *SMO to assist in the implementation and coordination of the system of Safe Management Measures at the workplace.* SMO/SDO are required to be on site for the full duration of when works are being carried out. They can hold this SMO/SDO role in addition to 1 other role (e.g. Workplace Safety Health Officer ("WSHO")/Project Manager/Site Engineer/Safety Supervisor/Coordinator/Senior Foreman) but must be able to exercise the duties expected i.e. to ensure that SMM are properly implemented and adhered to. Workers include Builder's (Main Contractor) and Subcontractors' workers working on site, and workers working as office assistants.	

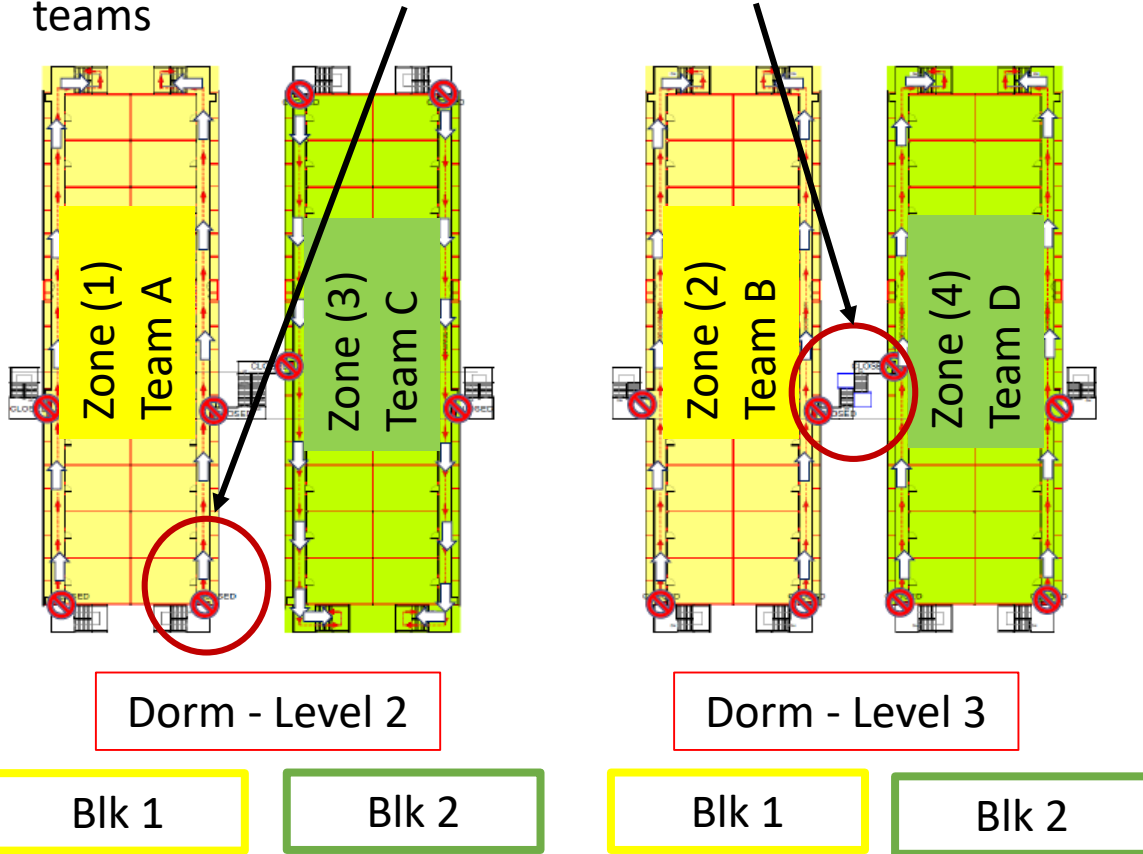| Requirement	What companies must show when requested
Support contact tracing requirements • Workplace access is limited to only essential employees and authorised visitors. • Builder to ensure that all personnel entering or leaving the worksite have their ID cards (including NRIC, Workpass or driver's licence) scanned using SafeEntry (NRIC version). • Builder to have a system to register and track all personnel entering/leaving site in addition to utilising SafeEntry (NRIC version). Information on the record of all personnel's health (including temperature, last swab date/results) who have been allowed entry to site, should be sent daily to BCA for our record. **Personnel includes all employees and authorised visitors** • All personnel, including employees, workers, suppliers and contractors, at the worksite to download and activate the **TraceTogether** app and have their handphones with them at all times. **Health checks and protocols** • Regular temperature screening and check for respiratory symptoms for all employees and workers at least twice daily, and visitors where relevant. • Builders and subcontractors to ensure only healthy workers are allowed on site.	• *Show list of workers who have downloaded TT* • *Show records of staff and visitors' for at least 28 days*

3. Segregation of teams to reduce physical interaction and ensure safe distancing at worksite

Requirement	What companies must show when requested
Requirements for workers to be cohorted • Workers working on the same project are to be cohorted together within a dedicated accommodation. **Dedicated Accommodation** refers to: • On-site CTQ - this is preferred as it reduces the need for transportation of workers to site • Off-site dedicated dormitories **_Requirements on segregated teams_** • Segregated teams are required if workers are working on different activities. • Builder to segregate workers at the worksite into teams (undertaking the same activity[1]), with each team restricted to working within a single zone. Builder must ensure each team of workers to work within the designated zone and away from workers of other teams. Zones must be separated from each other by at least 2m within the same floor or level, or by floor level.	_List of all employees in an Excel spreadsheet with the following details:_ _Full name with NRIC/FIN_ _Work arrangements ("not working",_ _"telecommuting", "onsite (Team number - shift I)"_ _or "offsite (Team number-Shift II)")_

[1] **Activity** is defined as work by a <u>same team of workers</u> to complete a component or part of building or to create space to facilitate the construction of underground structures. Workers of the same activity must be staying at dedicated accommodation and are defined as one team.

✓ **Teams are separated by accommodation block**

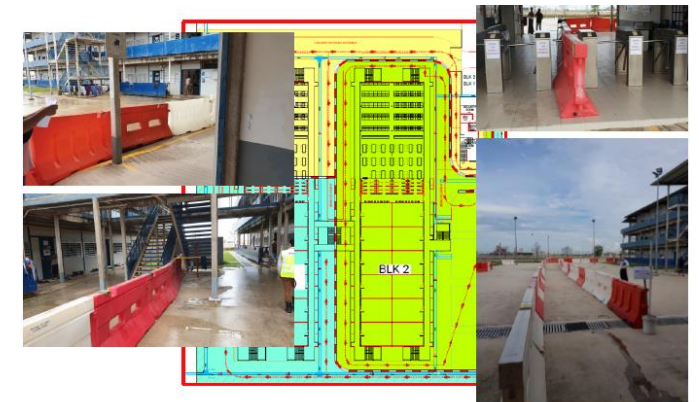- Restricted access between blocks and floors
- To also illustrate separated access routes for different teams

Dorm - Level 2

Blk 1   Blk 2

Dorm - Level 3

Blk 1   Blk 2

✓ **Staggered breaks**

Accoms 1
Canteen

Lunch Time

11:30am - 12:15pm
(Team A)

12:15pm – 01:00pm
(Team B)

Accoms 2
Canteen

Lunch Time

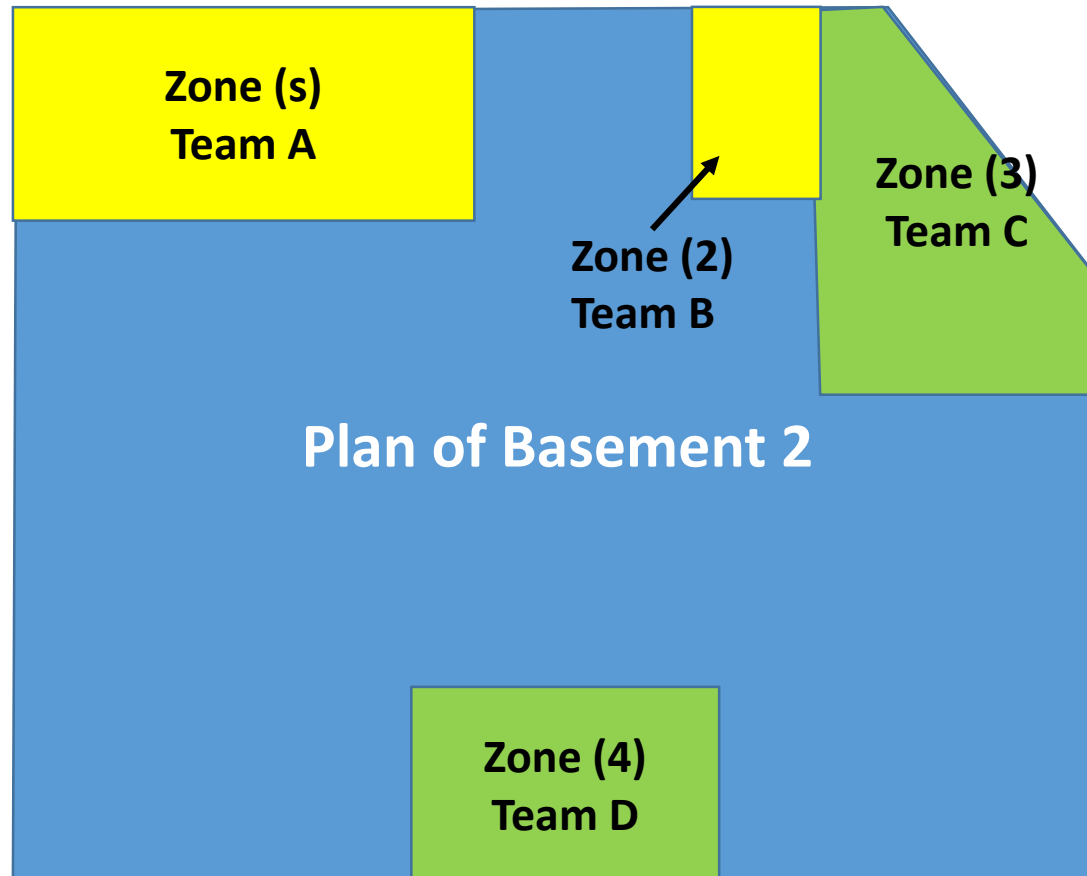11:30am - 12:00pm
(Team C)

12:15pm – 12:30pm
(Team D)
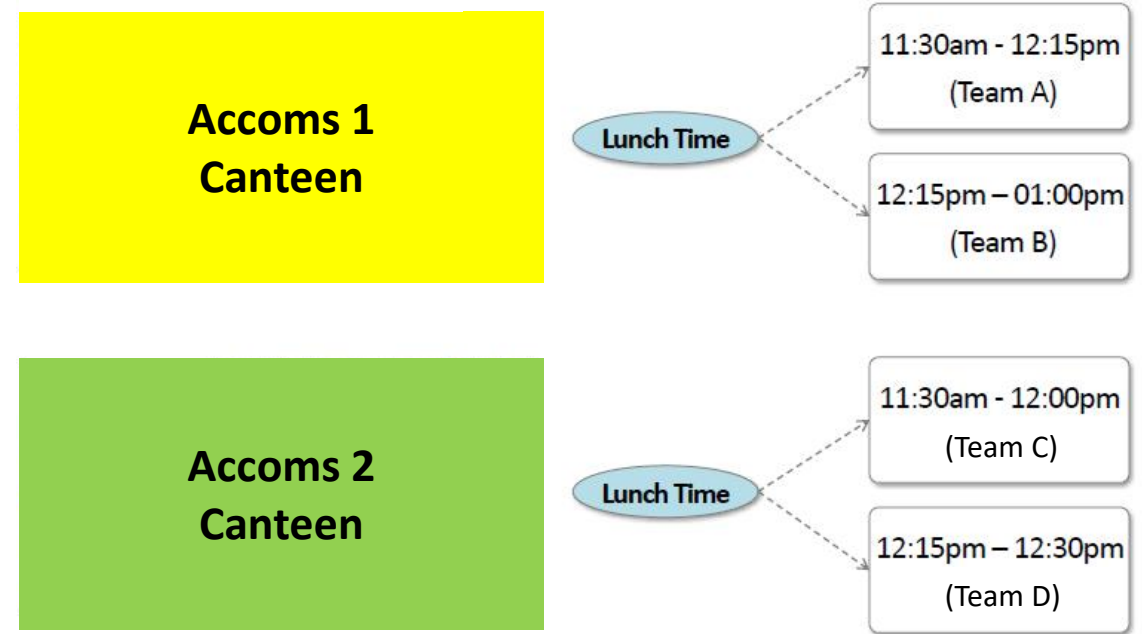
✓ Entry/Exit points(separated by barricades) and access to their work zones

Ex: Segregation on site of teams by activity and by dorms

✓ **Separation by work zones (example provided below)**

Plan of Basement 2

Zone (s) Team A

Zone (2) Team B

Zone (3) Team C

Zone (4) Team D

Zone	Dorm	Activity
(1) A	Blk 1, Lvl 2	Formwork/ Falsework
(2) B	Blk 1, Lvl 3	Concrete casting
(3) C	Blk 2, Lvl 2	Strutting works
(4) D	Blk 2, Lvl 3	Bored pile hacking

The New Normal - Bubbles within a Bubble
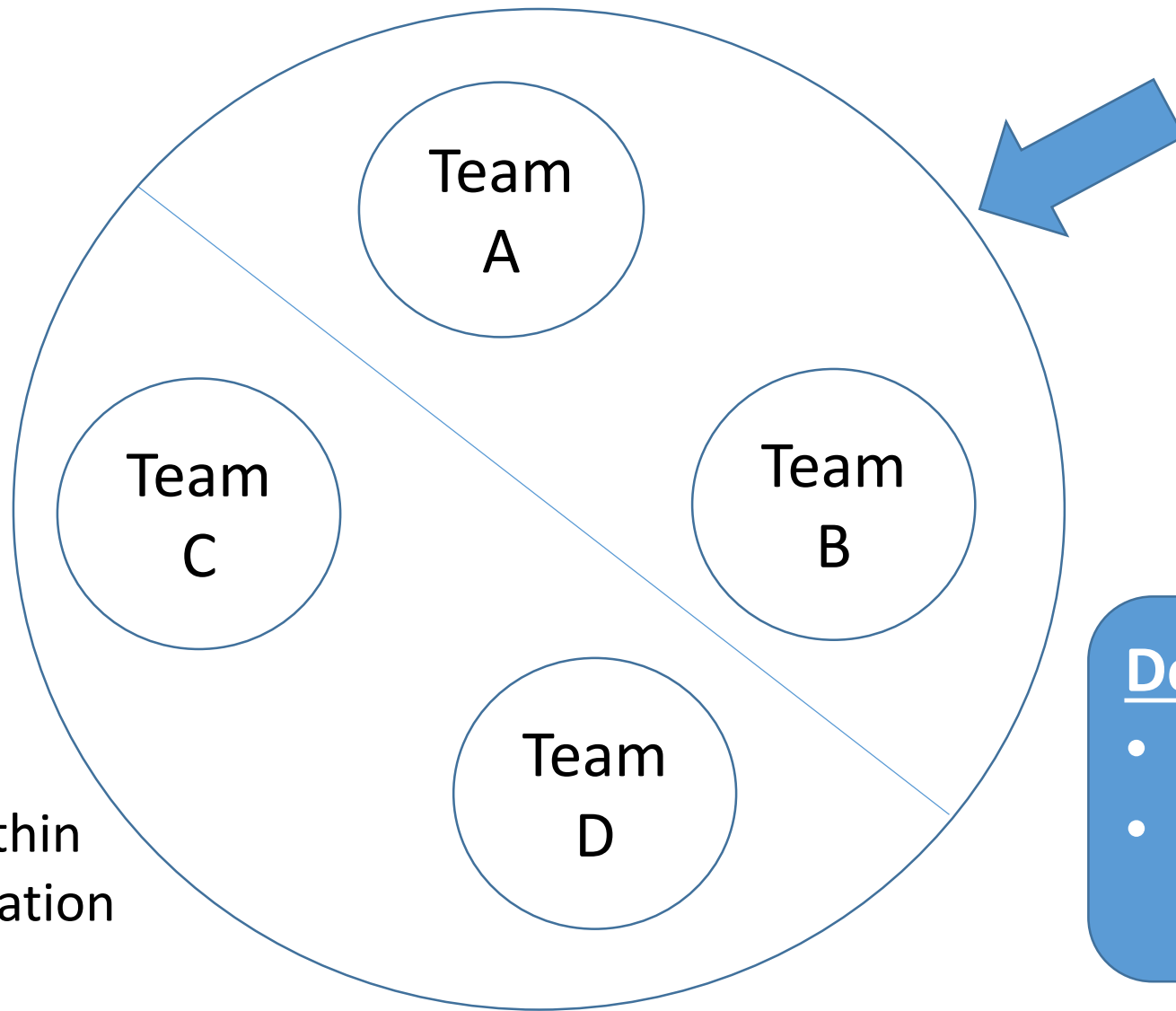
Dedicated Accommodation / Wksite

Team A

Team C

Team B

Team D

Desired Outcome:
- Low-risk to community
- No resurgence to worksites

Segregation within the accommodation and within the worksite at all times

Requirement	What companies must show when requested
Requirements on segregated teams(cont'd) • Builder to **demarcate clearly zones** within the site, and **assign visual identifiers** (e.g. coloured vest, T-shirt, armband, stickers on helmets etc.) to each team of workers, to allow individuals to distance themselves from other teams. • Builder to provide **movement control plan** to ensure that facilities at the Construction Project Premise e.g. canteen, toilets, shared access points such as stairs, passenger hoists, are used in a manner such that the facilities will only be used by one Segregated Team at anytime. • Builder to ensure no cross-deployment/interaction between workers in different shifts, teams or worksites, even outside work. This also applies to staff authorised to commute to site and non-office personnel e.g. staff residing on-site, authorised visitors etc. • Builder to ensure that at any one time at a Construction site, Worker within a Segregated Team must be at least two (2) metre apart from any Worker of the same team.	_List of all employees in an Excel spreadsheet with the following details:_ _Full name with NRIC/FIN Work arrangements ("not working", "telecommuting", "onsite (Team number - shift I)" or "offsite (Team number-Shift II)")_
Segregation at shared facilities Builder to stagger working and break hours by work teams to reduce possible congregation of employees at all shared facilities[2]. • Rest areas in natural ventilation as much as possible for breaks • Staggered times for entry and exit points for different teams. • Stagger timings of lunch and other breaks for different teams. • Stagger the use of shared facilities e.g. canteen, toilets to ensure no mixing across teams (i.e. segregated teams shall not be using same facilities at the same time). [2]Shared facilities include entrances, exits, lobbies, canteens, toilets and pantries	

4. Reduce physical interaction & ensure safe distancing at worksites

Requirement	What companies must show when requested
Management and Admin staff Working in Site Office • To segregate those working at site office(mgt and admin) from those that commute to the worksite. No direct interaction between them. ***Site, Safety and Quality Supervisors*** • All supervisors to conduct all inspections virtually, where possible. • Site supervisor carrying out structural inspections shall ensure that the workers are kept away and as far as possible work in isolation. All comments, and follow-up actions shall be communicated to the contractor through email or WhatsApp. ***Short term workers (a few hours) who need to be at site e.g. Testers, specialist contractors, vector control, disinfection crew etc.*** • To carry out such visit site during off hours (i.e. at night/weekends or before work times) and leave site before the workers are on site. **Short-term works carried out by specialist contractors(**1-2 days a week duration E.g. installation of civil-defence shelter doors, and waterproofing works etc where workers work on multiple sites All workers are to be housed in a dedicated dormitory of the company All workers are to only work in their designated zones as demarcated by the builder All workers are to be under the immediate supervision of a full-time SDO	*Show signs and instructions that suppliers / contractors are required to implement safe distancing measures.*

DURING SITE OPERATION

4. Reduce physical interaction & ensure safe distancing at worksites(cont'd)

Requirement4.	What companies must show when requested
Delivery/Logistics • Deliveries scheduled in a staggered manner and durations kept as short as possible • Delivery personnel and plant operators to stay within their cabin and communicate with digital devices such as walkie-talkie. Meals to be taken within the vehicle. If the driver/operator needs to come out of the vehicle/cabin, they must wear a mask and keep a min. distance of 1m away from workers. **At communal shared facilities areas** • Builder will provide individually packed meals, with independent and personal tableware for workers. • Use of PPE on site at all times, except during activities that require masks to be removed (e.g. mealtimes).	• *If disposable masks (e.g. N95, surgical masks) are used, show how many new masks each employee is issued with daily.*

Ensure cleanliness of workplace premises

• Disinfection of high-use shared facilities and maintain records of disinfection.
• Adequate hand wash stations at exits of work areas.
• Easy availability of hand sanitisers and adequate washing facilities around the worksite.
• Discourage sharing of tools between workers/disinfect between users.

MANAGING SUSPECTED AND CONFIRMED CASES

Requirement	What companies must show when requested
• (MOM/MOH) Employers have required for each employee or worker to visit only one clinic for check-ups if unwell. Otherwise, employee or worker must inform the clinic of all recent doctor visits over past 14 days for any symptoms that may be related to COVID-19 . **For Suspected case** • SMOs have put in place an evacuation plan for **suspected cases**, as well as for all other onsite personnel. • Builder to provide sick bay for timely segregation of suspected cases. **For Confirmed case** • SMOs to put in place a follow-up plan in the event of a **confirmed case**.	• *Show evacuation plan* • *Show follow-up plan*

Tech tools and how they can support industry in self-monitoring & A&I works

	Systems	Where to deployed	Aid Onsite monitoring	Time to deploy	Remarks
CONTOL AT SOURCE *(Entry/ Exit, Geofencing)*	TraceTogether	Every FWs		Immediate	• Large site to be demarcated into different sites & assigned colour scheme
	SafeEntry (NIRC)	Every worksites/ demarcated zones within worksite		Immediate	• Support MOH's contact tracing
Health Monitoring	Temp Taking	Every FWs	√	Immediate	• To ensure sick worker rest in dorm to recover
	MC Tracking	Every Employers	√		
	Tele-Medicine *(eg: RMG, doctoranywhere.com)*	Every FWs	√		• Minimise the need to travel out when sick
Ensure SDM	CCTV *AI - Image Analysis*	For huge sites (at major work areas and common areas)	√	CCTV – Immediate *AI – later phase*	Overall control to ensure no mingling *(CCTV can be deployed first)*