

- A scaffold is not used unless it has been inspected and issued with a report (Form 5) signed by a competent person before being taken into use for the first time and at intervals not exceeding 14 days immediately preceding each use of it.
- Select safety-conscious contractors (such as those accredited as “OSH Star Enterprise”) to safeguard work safety. Regarding the “OSH Star Enterprise” list, please visit the Occupational Safety and Health Council’s website at <https://www.oshc.org.hk>.

5 Work-above-ground Safety

- Ladders are designed for the purpose of access and egress and should not be used for work-above-ground as the ladders may topple or the workers may fall down during work.



- Use suitable working platforms such as mobile working platforms, step platforms and hop-up platforms for work-above-ground.



Mobile working platform



Step platform



Hop-up platform

- For the work-above-ground activities carried out near permanent railings or parapets, contractors and employers shall take adequate steps, including providing and ensuring that workers use suitable working platforms, personal fall protection system, etc.

6 Electrical Work Safety

- Electrical work should be carried out by qualified registered electrical workers (commonly known as “registered electricians”).
- Take effective measures to ensure the safe isolation of electricity source and avoid carrying out live work.
- Remember to switch off power, lock up and post notice.

7 Fire Safety

- Do not carry out work processes that may cause ignition when flammable substances (such as thinner and floor lacquer) are in use.
- Keep good ventilation when flammable substances are in use.
- Store flammable substances properly.

Enquiries and Complaints

Enquiries

If you wish to enquire about this leaflet or require advice on occupational safety and health (OSH) matters, please contact the Occupational Safety and Health Branch of the Labour Department (LD) through:

Telephone : 2559 2297
(auto-recording service available outside office hours)
Fax : 2915 1410
E-mail : enquiry@labour.gov.hk

Information on the services offered by LD and on major labour legislation is also available on our website at <https://www.labour.gov.hk>. The latest OSH information can be obtained through the “OSH 2.0” Mobile Application of LD. For details on the services offered by the Occupational Safety and Health Council, please call 2739 9000.

Complaints

If you have any complaints about unsafe operations and environments at workplaces, please call the LD’s OSH complaint hotline at 2542 2172 or fill out and submit an online OSH complaint form on our website. All complaints will be treated in the strictest confidence.



Labour Department’s Website



“OSH 2.0” Mobile Application



Online OSH Complaint Form

OCCUPATIONAL SAFETY FOR REPAIR, MAINTENANCE, ALTERATION AND ADDITION WORKS



SAFETY HINTS FOR OWNERS AND TENANTS OF COMMERCIAL AND RESIDENTIAL UNITS

If accidents involving casualties occur in a unit in the course of repair, maintenance, alteration and addition (RMAA) works,

- the works involved will be delayed as a result.
- the owners/tenants will be emotionally disturbed.
- claims may arise and the owners/tenants may also be held liable.
- the property value may be adversely affected.



Labour Department



