

審核安全管理制度可參考監工計劃書

Making Reference to "Supervision Plan"
in Auditing Safety Management System



勞工處
職業安全及健康部
Occupational Safety and Health Branch
Labour Department



The “Approved Plan” and the “Supervision Plan”

Registered Safety Auditor (RSA) and Safety Review Officer (SRO) carrying out safety audits or safety reviews in construction sites under the “Factories and Industrial Undertakings (Safety Management) Regulations” (SMR) are encouraged to assess the effectiveness of their safety management system (SMS) by making reference to the “Approved Plan” and the “Supervision Plan”.

An “Approved Plan” includes drawings, details, diagrams, calculations, structural & geotechnical details and their calculations of a building work approved by the Director of Buildings.

The “Supervision Plan” sets out the plan of safety management of building works or street works prepared in compliance with the technical memorandum issued under Section 39A of the Buildings Ordinance. It controls hazards from building works and street works so as to minimize the risk to:

- (i) the workers on site;
- (ii) all persons around the sites; and
- (iii) adjoining buildings, structures and land.



Joint study by Labour Department and Buildings Department

The Buildings Department (BD) and the Labour Department (LD) have in 2006 completed a joint study on the effective implementation of the “Supervision Plan” made under the Buildings Ordinance and the enforcement of the SMR made under the Factories and Industrial Undertakings Ordinance. Among other things, the working group recommends that it is advisable for:

- ◆ Safety practitioners, including ‘safety officer’ and ‘safety supervisor’, to receive relevant technical training on building construction; and
- ◆ RSA and SRO carrying out safety audits or safety reviews in construction sites under the SMR to assess the effectiveness of their SMS by making reference to the “Approved Plan” and “Supervision Plan”.

Safety practitioners play an important role in the prevention of work accidents on construction sites. Having to give professional advice to the employers and employees and look after all safety and health matters, the joint study also recommend that they should enhance their knowledge of the trade on a wide prospect, ranging from occupational safety and health to technical aspects and beyond.



Enhancement of professional knowledge

Safety practitioners are encouraged to enrich their technical knowledge through attending relevant training courses, which may better equip them with professional knowledge and skills and help them to develop their potential in meeting the ever increasing challenges in the industry. Such knowledge may also enable them to effectively discharge their professional duties and competently cope with their engineering counterparts.

Safety practitioners may attend training courses with a comprehensive coverage of the latest construction technology to enable them to effectively plan, coordinate, implement and supervise the safety programmes and to communicate with other engineering and technical personnel. Technical courses offered by the universities and professional institutes could be a good solution for such training purposes.





Enquiries

If you wish to enquire about this guide or require advice on occupational safety and health, you can contact the Occupational Safety and Health Branch of the Labour Department through:

Telephone number : 2559 2297 (auto-recording after office hours)

Fax : 2915 1410

E-mail : enquiry@labour.gov.hk

Information on the services offered by the Labour Department and on major labour legislation can also be found by visiting our Homepage on the Internet. Address of our Homepage is <http://www.labour.gov.hk>.

Information on the services offered by the Occupational Safety & Health Council can be obtained through their hotline 2739 9000.



Complaint

If you have any complaints about unsafe workplaces and practices, please call the Labour Department's occupational safety and health complaint hotline at 2542 2172.