

## **REMINDER: Site-Specific Safety Orientations and Refreshers**

**Effective May 16, 2018, permit holders at sites requiring the designation of a Site Safety Manager, Site Safety Coordinator, or Construction Superintendent must ensure that each construction or demolition worker at the site receives a site safety orientation and refresher.**

### Site-Safety Orientation

Each worker at the site must receive a site safety orientation before the worker begins any construction or demolition work at the site. The site safety orientation **must**:

- be conducted by a qualified person who has the ability to communicate with each worker who takes part in the orientation;
- include a review of safety procedures at the site and any hazardous activities to be performed at the site.

### Site-Safety Refresher

Each worker at the site **must** receive a site safety refresher if:

1. the worker has performed construction or demolition work at the site for one year or more; and
2. one year or more has passed since the worker received a site safety orientation or refresher with respect to the site.

The site-safety refresher **must**:

- be conducted by a qualified person who has the ability to communicate with each worker who takes part in the refresher
- include a review of safety procedures at the site and any hazardous activities to be performed at the site.

### Recording Keeping

The permit holder **must** maintain a record of all orientations and refreshers conducted for the site. The record must be kept at the site and include:

1. the date and time of each orientation;
2. the date and time of each refresher;
3. the name, title and company affiliation of each worker who participated;
4. the name, title and company affiliation of the competent person who conducted the orientation or refresher; and
5. the signature of the qualified person.

Failure to provide site-safety refreshers and orientations or to keep records of them may result in the imposition of penalties.

For further information, read [Local Law 206](#) and [BC 3301.11.1](#) and [BC 3301.11.5](#), found on the Department's website.