

HEALTH & SAFETY FILES

The purpose of this course is to explain the requirements outlined in the OSH Act for compiling a health and safety file for a construction site to ensure compliance.

SHORT COURSE



DURATION

1 Day



COST

R2100pp



IN PERSON

Yes



ONLINE

Yes

THE PURPOSE OF THE SAFETY FILE

A Health and Safety File in South Africa is also known as a Safety File. This is a record of information that focuses on health and safety management on various sites, including construction sites, where both contractors and sub-contractors are concerned. The Safety File's main purpose is to protect the employer from any criminal liability in addition to proving compliance with the Occupational Health and Safety Act 85 of 1993 and Regulations. Each contractor as well as a subcontractor is legally required by the Occupational Health and Safety Act 85 of 1993 and the Construction Regulations 2014 to possess a Health and Safety File. The Health and Safety file must be kept where it can be easily accessed at any given time.

DOCUMENT REQUIREMENTS OF THE HEALTH AND SAFETY FILE

Each Health and Safety file will be compiled according to site specifications, as each site is different. It will therefore be compiled according to the safety specifications of the client. However, there is overall information that must be included in the file, with site-specific documents added as well. When the Health and Safety file is compiled, the principal contractor is responsible to ensure that the following documentation is included: appointment letters, notification of construction work, Work Permits, OHS policy, company documentation, Material Safety Data Sheets (MSDS), Risk Assessments, Safe Work Procedures and Fall Protection Plan, Documents for Emergency Preparedness, Company Policies and Procedures and Inspection registers.

This courses includes electronic templates for building a safety file



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