



## Construction Management of the Jordan School Expansion Project (JSEP) and the Schools for a Knowledge Economy Project (SKEP)

### B. QUALITY, SCHEDULE AND H&S FINDINGS CHECKLIST

(For any “No” answer in this section, the Observer shall provide a narrative explanation in Section C. of this Report including corrective action requested) NA-Not Applicable, DC-Didn't Check

	<u>Construction Contractor</u>	<u>Supervisory Engineer</u>
<b>A. <u>Site Documentation</u></b>		
1. Drawings and Specifications on site? (Y/N)	Y	Y
2. CC Safety Plan on site? (Y/N)	Y	Y
3. CC QC Plan on site? (Y/N)	Y	Y
4. Shop Drawings up to date? (Y/N)	Y	Y
5. Request for Information/Inspection up to date? (Y/N)	Y	Y
6. Sampling and Testing Tracking Log? (Y/N)	Y	Y
7. Hard copy files neat and up to date? (Y/N)	Y	Y
8. Inspector's Daily Journal up to date? (Y/N)	Y	Y
9. Non-Conformance Report up to date? (Y/N)	Y	Y
<b>B. <u>Schedule</u></b>		
10. SE has up to date CC Schedule on site? (Y/N)		Y
11. CC has up to date CC Schedule on site? (Y/N)	Y	
<b>C. <u>Exit Observation</u></b>		
12. What time does CC start work each morning on average?	7 AM	
13. What time does CC stop work each day on average?	4 PM	
14. What is the average # of working hours each day?	8 hrs. (1 hr. break)	

### C. DESCRIPTION OF FINDINGS

(State if fact or opinion. Use attachments, maps, sketches if necessary)

#### A. Site Documentation

All site documents for both CC and SE are neat and up to date.

#### B. Health, Safety & Environment (HSE)

1. For more information about HSE status at the site, please see the attached Trigon HSE Field Trip Report later in this form.
2. For more information about Contractor's compliance with the COVID-19 MOL Measures, please see the attached JSEP and SKEP H&S Activities According to the Ministry of Labor (MOL) Working Procedures for Safety (Construction Projects) later in this form.

#### C. General Quality Observations

For more information, please refer to the Quality Report.

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### D. Schedule

For more information, please refer to the Quality Report.

### E. Status of Utility connections / other outstanding issue

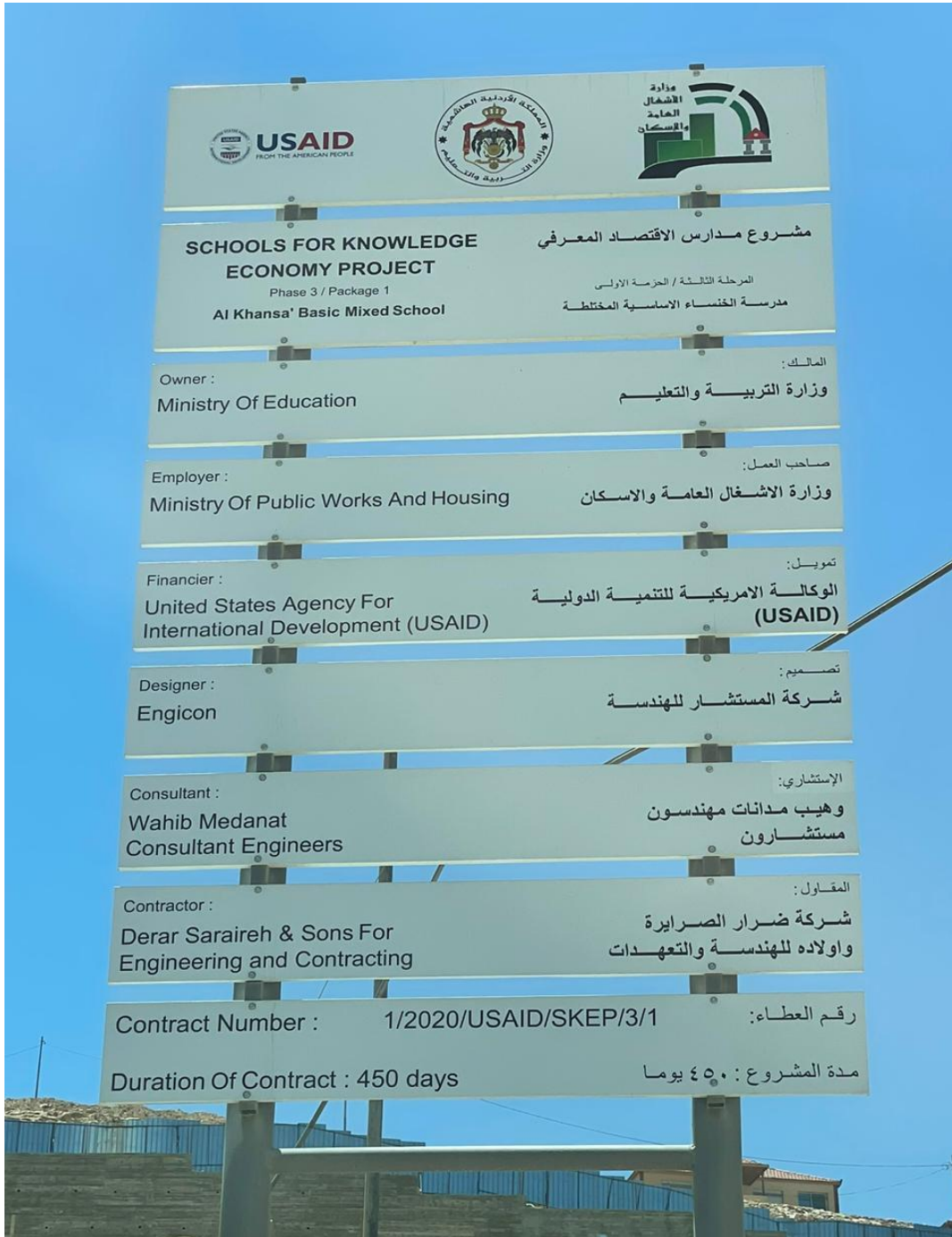
1. Water Supply: Constructed.
2. Wastewater: Constructed.
3. Electricity: Not connected.
4. Other Issue:

## ATTACHMENTS – as marked below

1. QUALITY CHECKLIST
2. MEETINGS / INSPECTION MINUTES
3. HEALTH, SAFETY & ENVIRONMENT (HSE) ATTACHMENT

## Construction Management of the Jordan School Expansion Project (JSEP) and the Schools for a Knowledge Economy Project (SKEP)

### D. PHOTOS

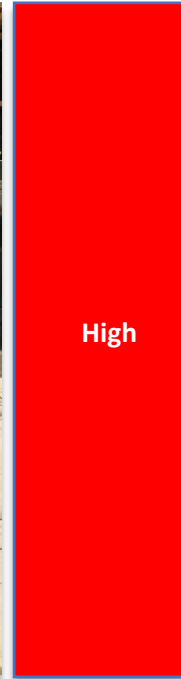


**Figure #1:**

Project Sign Board in good condition on site.

Photo Credit, Abedalaziz Abu Wandj, CMT/Trigon, May 19<sup>th</sup>, 2021

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**Figure #2:**  
Substandard access  
ramp on site.  
**Action Required**

*Photo Credit, Odai Tawalbeh,  
CMTO/Trigon, May 19<sup>th</sup>,2021*

**High**



**Figure #3:**  
**High Compliance with  
COVID-19 MOL  
Measures:** Disinfecting  
employees and visitors  
along with checking  
their temperature  
before they entering the  
site to reduce spread  
of COVID-19 at  
workplace.

*Photo Credit, Odai Tawalbeh,  
CMTO/Trigon, May 19<sup>th</sup>,2021*

**Low**

Trigon HSE Field Trip Report Attachment													
Date and Time of Field Trip:		5/19/21 11:00 AM											
School Name:		Al Khansa' Basic Mixed School											
Location:		South Shounah District, AL-Balqa Governorate											
Program / Phase / Package:		SKEP / Phase III / Package 1											
Prepared by:		Odai Tawalbeh, CMTO/Trigon											
JSEP/SKEP PROJECT HS RQMT				GENERAL COMMENTS									
Contractors HSE Plan	S												
Risk Assessment (RA)	S												
Toilets, Washing Facilities	S												
Potable Water	S												
Training, Competency	S												
First Aid Box, Medical Attention	S												
Emergency Contact Numbers	S												
Fire Extinguishers	S												
Assembly Point	S												
Evacuation Plan	S												
Recordkeeping, Reporting	S												
Storage Area	S												
Track Waste, Recycling	S												
Permit To Work (PTW)	S												
COVID-19 MOL Measures	S												
HSE Awareness	S												
Site Supervisor	S												
Site Management	S												
S = SATISFACTORY				N/A = NOT APPLICABLE				U = UNSATISFACTORY					
Task / Activity	Observ.			Date	SC	Findings	Recommendations			CA, Follow-up	Date	SC	Current Status
H&S Regulations	Y	N	N/A										
Site Security	Y			3/24/2021	5	The construction site vehicle access gate was not properly secured against public, as well as no corrective action from the contractor side has been taken regarding the damaged site fencing mentioned in the previous reports.	1. All entrances and exits must be properly secured to prevent public access to the site. 2. Immediate action from the contractor side must be taken to repair the damaged site fencing that were observed nearby the construction site vehicle access gate.			Y	5/19/2021	7	CLOSED
HSE Signage		N		3/24/2021	7						5/19/2021	7	
Excavation, Backfilling	Y			3/24/2021	3	No corrective action from the contractor side has been taken regarding the unsafe deep excavations mentioned in the previous reports, as well as the falling objects hazard.	1. Prevent collapse – shore, bench, or batter back. Do not assume ground will stand unsupported. 2. Prevent workers and materials falling in – with barriers strong enough not to collapse if someone falls against them.			Y	5/19/2021	5	ONGOING
Scaffolding, Temporary Works		N		3/24/2021	7						5/19/2021	3	OPEN
Ladders, Stepladders		N		3/24/2021	7						5/19/2021	7	
Electrical		N		3/24/2021	7						5/19/2021	7	
Working At Height											5/19/2021	7	
Lifting Ops.	Y			3/24/2021	3	No corrective action from the contractor side has been taken regarding the damaged sheaves on the mobile crane mentioned in the previous report.	Immediate action required. Grooves on the mobile crane must be smooth and free from surface defects which could cause rope damage.			Y	5/19/2021	7	CLOSED
Hand Tools, Powered Tools, Heavy Powered Equip.		N		3/24/2021	7						5/19/2021	7	
Public Protection	Y			3/24/2021	3	Poor public protection at the site.	All areas that were noted on this inspection must be corrected, and all systems should meet site compliance protocol.			Y	5/19/2021	6	ONGOING

Concrete R/F Starter Bar	Y		3/24/2021	3	No corrective action from the contractor side has been taken regarding the unguarded and protruding steel reinforcement bars were observed on site during the previous inspections.	Immediate action required. All the on-site protruding steel reinforcement bars must be guarded with safety mushroom caps to prevent impalement.	Y		5/19/2021	6	ONGOING
Occupational Health, Hygiene Conditions		N	3/24/2021	7					5/19/2021	7	
Fire Prevention		N	3/24/2021	7					5/19/2021	7	
Housekeeping Standards		N	3/24/2021	7					5/19/2021	7	
Materials Storage	Y		3/24/2021	5	Not all materials are properly stored at the site.	More attention required. All materials and equipment must be stored correctly at the site.	Y		5/19/2021	7	CLOSED
Welfare Facilities		N	3/24/2021	7					5/19/2021	7	
PPE		N	3/24/2021	7					5/19/2021	7	
<b>Total H&amp;S %</b>				<b>58%</b>					<b>Total CA %</b>		<b>65%</b>
<b>Action Status</b>				<b>NEEDS IMPROV.</b>			<b>Action Status</b>				<b>NEEDS IMPROV.</b>
<b>Environmental Regulations</b>	<b>Y</b>	<b>N</b>	<b>N/A</b>				<b>Y</b>	<b>N</b>	<b>N/A</b>		
Waste Management		N	3/24/2021	7					5/19/2021	7	
Dust Management	Y		3/24/2021	5			Y		5/19/2021	7	CLOSED
Tracking / Transporting Waste		N	3/24/2021	7					5/19/2021	7	
Runoff Discharge											
Noise Nuisance		N	3/24/2021	7					5/19/2021	7	
Air Pollution	Y		3/24/2021	5			Y		5/19/2021	7	CLOSED
Land Pollution	Y		3/24/2021	3	Unacceptable dispose of excess concrete in the adjacent lands.	Immediate action required.		N	5/19/2021	3	OPEN
Water Pollution		N	3/24/2021	7					5/19/2021	7	
Environmental Impacts	Y		3/24/2021	4			Y		5/19/2021	6	ONGOING
<b>Total Environ. %</b>				<b>56%</b>					<b>Total CA %</b>		<b>64%</b>
<b>Action Status</b>				<b>NEEDS IMPROV.</b>			<b>Action Status</b>				<b>NEEDS IMPROV.</b>
<b>Notes:</b>											
1. The above HSE scoring express the Contractor's compliance with each task / activity to find out the average of HSE program performance on site.											
2. Each task / activity has a score and all scores above are out of 10. (Leave blank if not applicable)											
3. The total percentage for both H&S and Environment will be calculated using the following formulas.											
• Total H&S % = [ (Total SUM of H&S Score) / (Total No. of Applicable H&S Activities x 10) ] x 100											
• Total Environmental % = [ (Total SUM of Environmental Score) / (Total No. of Applicable Environmental Activities x 10) ] x 100											
4. Examining this HSE scoring, one can draw two simple conclusions:											
• The total percentage of H&S increased from 58% to 65%, indicating that the Action Status of H&S is improving.											
• The total percentage of Environment increased from 56% to 64%, indicating that the Environmental Status is also improving.											
<b>COMPLIANT &gt;= 70%</b>				<b>70% &gt; NEEDS IMPROVEMENT &gt;= 50%</b>				<b>AT RISK &lt; 50%</b>			

LEGEND		
L	Low Risk	Manage by routine procedure
M	Medium Risk	Needs Improvements
H	High Risk	Immediate action require

**Disclaimer:** Trigon field trip reports include information and findings based upon those parts of the construction sites we visit. Our visits and our contract scope of work do not include Trigon to carry out first tier Quality Control/Assurance, i.e., reviewing submittals, drawings and specifications, reviewing contract compliance, or in any way carrying out close supervision of the works. Therefore our field-trip reports include cursory quality, health & safety and schedule information and its entry on our reports is intended to provide the reader only with a sense of our general observations of that part of the job site we have visited.

## JSEP and SKEP H&S Activities According to the Ministry of Labor (MOL) Working Procedures for Safety (Construction Projects)

#	Div. #	MOL Safety Measure / Procedure / Non MOL activity in Blue	Y/N	Comments
<b>A</b>				
<b>First A: Job sites</b>				
1	1	The work on the sites should limited to the basic construction works of the project and with minimal manpower;	Y	
2	2	Commitment to apply work procedures for the applicable safety and preventive measures to reduce the spread of the Corona virus, Directory No. 9 for industrial enterprises chapter issued by the Ministry of Labor excludes Chapter Six (housing buildings residence and tenth) (kitchen and catering market);	Y	
3	3	All office work is done remotely using technical means;	Y	
4	4	Site offices are used only by necessity and by a limited number of persons;	Y	
5	5	A daily work program is presented by the contractor explaining the daily work list of the labor that is required to exist (and to a minimum), including the places of residence phone numbers and mode of transportation;	Y	
6	6	Publications on prevention and control of the spread of the Coronavirus are distributed in all project facilities;	Y	
7	7	Personal Protective Equipment (PPE) is secured for all on site structural by risk type;	Y	
8	8	Adequate disinfection stations are secured in the workplace at the entrances and exits;	Y	
9	9	Work sites and facilities designated for employment are cleaned on a daily basis the contractor using sterile materials;	Y	
10	10	Do not hold any meetings inside the offices and only meet with through technical means of communication.	Y	
<b>Second: Protection of site workers:</b>				
		Provide all safety and health protection equipment provided that it be limited the minimum is as follows:		
11	1	Provide special clothes to work on the site and prevent them from leaving the site;	N	
12	2	Providing disposable gloves that are delivered to workers before entering the site and disposing of them before leaving the site and in safe places;	Y	
13	3	Providing a medical mask to prevent the spread of the spray (N95);	N	
14	4	Establish preventive measures to reduce the spread of fires;	Y	



#	Div. #	MOL Safety Measure / Procedure / Non MOL activity in Blue	Y/N	Comments
15	5	Work to check the temperature of workers at the site before entering the sites and during work and before exiting the site;	Y	
16	6	Adherence to the instructions for spacing between people on the job site and supervisors a minimum of a meter and a half;	Y	
17	7	Preventing gatherings of workers for whatever reasons;	Y	
18	8	Providing individual meals to limit gatherings;	Y	
19	9	The Occupational Safety and Health Supervisor follows up on all instruction prevention of the outbreak of new COVID-19 virus and the procedures outlined above;	Y	
20	10	The contractor is obliged to secure the required quarantine <b>to the sites approved</b> by the authorities competent;	Y	
21	11	Continue to change medical masks every two hours for exposed workers to dust directly;	Y	
22	12	Providing quantities of water for workers distributed in each work site and easy access to it;	Y	
23	13	The setting of mandatory signs prevents touching the face and adherence to special equipment safety and according to the construction standards and equipment for the viral risks such as medical masks and medical gloves before wearing business gloves structural;	Y	
24	14	Commitment to occupational safety and health standards, instructions and regulations issued under the Jordanian Labor Law;	Y	
25	15	Commitment by contractors to implement system No. (7) and system No. (42) and regulation (43) according to the requirements of the Labor Law;	Y	
26	16	Do not use long-term (washable) masks for construction workers exposed to dust.	Y	
<b>Third: Mobility</b>				
27	1	Transfer (workers and supervisors) according to Guide No. (11), the means of transportation issued by Ministry of Labor.	Y	
28	2	The vehicles used by the contractor to transport the workers are determined. <b>(Assume this to mean disinfected)</b>	Y	
<b>Fourth AA: Cargo transportation</b>				
29	1	All incoming and outgoing vehicles are disinfected by spraying materials disinfection and isolation of the driver directly in the disinfection area located in entrances and exits of the project;	Y	

#	Div. #	MOL Safety Measure / Procedure / Non MOL activity in Blue	Y/N	Comments
30	2	All Flyer awareness flyers for COVID-19 are distributed to all drivers;	N	
31	3	Providing all drivers with personal protective equipment through a box dedicated for this equipment.	N	