

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

Site Visit Report Form

FTR #252 HSE

A. BASIC DATA

(Trigon staff shall complete this field trip report within 48 hours after returning from the field and ensure that it is sent properly distributed within 72 hours after leaving the construction site)

Program (JSEP or SKEP): SKEP **PHASE: III** **PACKAGE: I**
School Name: Khadija Bint Khwailed Basic Mixed School
Supervisory Engineer (SE): Wahib Medanat Consultant Engineers (Medanat)
Construction Contractor (CC): Derar Saraireh & Son
Date and Time of Field Trip: January 25, 2021 10:30 AM
Date of Report: January 28, 2021
Weather During Visit: Sunny
Report Submitted By: Trigon's HSE Engineer, Odai Tawalbeh

PURPOSE OF VISIT

- General Site Inspection (Quality)
- Corrective Action (CA) Review Report
- Heath, Safety & Environment (HSE)**
- Site Meeting
- Substantial Completion Inspection
- Handover (First Inspection)
- Second Final Inspection
- OTHER (list below)

PERSONNEL ON TRIP

No.	Name	Title	Agency
1	Odai Tawalbeh	HSE Engineer	Trigon Jordan (CMTO)
2	Mohammad Ali-Ahmad	Fresh Grad. – Engineer	Trigon Jordan (CMTO)

PERSONNEL AT SITE *(if a site meeting or a final inspection, use attachment to list other participants)*

No.	Name	Title	Agency
1	Taher Al-Rebie	SE	Medanat
2	Khaled Al-Jahaleen	Fresh Grad.	Medanat
3	Abdullah Al-Zoubi	Safety Manager	Medanat
4	Anas Shdaifat	SE	Derar Saraireh & Sons
5	Anas Emran	Safety Manager	Derar Saraireh & Sons
6	Mohammad Mahasneh	Safety Officer	Derar Saraireh & Sons
7	Abdullah Al-Dabbas	Fresh Grad.	Derar Saraireh & Sons
8	Ahmad Al-Nawaji	Tech. Foreman	Derar Saraireh & Sons

**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**

	Construction Contractor	Supervisory Engineer
A. <u>SITE DOCUMENTATION</u>		
1. Drawings and Specifications on site? (Y/N)	Y	Y
2. CC HSE Plan on site? (Y/N)	Y	Y
3. CC QC Plan on site? (Y/N)	Y	Y
4. As-Built Drawings up to date? (Y/N)		
5. Hard copy files neat and up to date? (Y/N)	Y	Y
6. Inspector’s Daily Journal up to date? (Y/N)	Y	Y
B. <u>SCHEDULE</u>		
7. SE has up to date CC Schedule on site? (Y/N)		Y
8. CC has up to date CC Schedule on site? (Y/N)	Y	
C. <u>EXIT OBSERVATIONS</u>		
9. What time does CC start work each morning on average?	7:00 AM	
10. What time does CC stop work each day on average?	4:00 PM	
11. What is the average # of hours worked each day?	8:00 hrs.	

C. DESCRIPTION OF FINDINGS

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

A. SITE DOCUMENTATION

Documents were up to date on site.

B. HEALTH, SAFETY & ENVIRONMENT

1. For more information about HSE status at the site, please see the attached Trigon HSE Field Trip Report later in this form; and
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

D. SCHEDULE

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

E. STATUS OF UTILITY CONNECTIONS / OTHER OUTSTANDING ISSUE

1. **Water Supply:** Not Connected

2. **Wastewater:** Not Connected

3. **Electricity:** Not Connected

4. **Other Issue:**

ATTACHMENTS – as marked below

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

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

E. PHOTOS



**Figure #1: Project ID
Sign Board on site.**

Photo credit: Odai Tawalbeh,
1/25/2021

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



Figure #2: Adequate disinfection stations for personnel and vehicles were secured in the workplace at the entrances and exits. Photo credit: Odai Tawalbeh, 1/25/2021



Figure #3: A protruding steel reinforcement bars that were observed on site along with the corrective action taken immediately from the contractor side by providing all steel bars with safety mushroom caps. Photo credit: Odai Tawalbeh, 1/25/2021



Figure #4: No safety signs along fences on site as well as a part of fences were damaged due to the accumulation of excavation materials near them on site. Photo credit: Odai Tawalbeh, 1/25/2021

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



Figure #5: Unsafe (damaged) workers trailers that were observed on site; Hanging and exposed electrical wiring; Dirty Gas Stove stained while cooking; and Gas stove cylinder that was observed in a poorly ventilated room. Photo credit: Odai Tawalbeh, 1/25/2021



Figure #6: Dangerous Condition: A weak boundary wall of the neighboring residential building that already has no footings was observed on site; risk of collapse which could lead to the serious incident. Immediate Action Required. Photo credit: Odai Tawalbeh, 1/25/2021



Figure #7: Excavation materials that were accumulated near fences on site. Photo credit: Odai Tawalbeh, 1/25/2021

Public Protection	Y		1/25/2021	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.						
Concrete R/F Starter Bar		N	1/25/2021	7								
Occupational Health, Hygiene Conditions	Y		1/25/2021	3	Dirty Gas Stove stained while cooking was observed inside the workers' trailer on site.	The Gas Stove must be removed and replaced by a new one.						
Fire Prevention	Y		1/25/2021	3	Gas stove cylinder that was observed in a poorly ventilated room inside the workers' trailer on site.	In addition to the above, keep the cylinder away from heat and direct sunlight or anything that could cause a fire where practicable. It must be kept in a well ventilated area (preferably in a cage outside) to reduce the risks associated with leakage.						
Housekeeping Standards	Y		1/25/2021	4	Poor housekeeping standards on site.	High-quality housekeeping standards must be taken.						
Materials Storage	Y		1/25/2021	4	Piles of excavated materials were accumulated into inappropriate area near fences on site.	Excavated materials must not be accumulated near fences on site.						
Welfare Facilities	Y		1/25/2021	3	Unsafe workers trailers that were observed on site.	Maintenance Required.						
PPE		N	1/25/2021	7								
				Total H&S %	46%					Total CA %	0%	
				Action Status	At Risk				Action Status			
Environmental Regulations	Y	N	N/A					Y	N	N/A		
Waste Management		N	1/25/2021	7								
Dust Management		N	1/25/2021	7								
Tracking / Transporting Waste		N	1/25/2021	7								
Runoff Discharge		N	1/25/2021	7								
Noise Nuisance		N	1/25/2021	7								
Air Pollution		N	1/25/2021	7								
Land Pollution		N	1/25/2021	7								
Water Pollution		N	1/25/2021	7								
Environmental Impacts		N	1/25/2021	7								
				Total Environ. %	70%					Total CA %	0%	
				Action Status	COMPLIANT				Action Status			
Notes:												
<p>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.</p> <p>2. Each task / activity has a score and all scores above are out of 10. (Leave blank if not applicable)</p> <p>3. The total percentage for both H&S and Environment will be calculated using the following formulas.</p> <ul style="list-style-type: none"> • 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 <p>4. Examining this HSE scoring, one can draw two simple conclusions:</p> <ul style="list-style-type: none"> • The total percentage of H&S equals 46% indicating that the Action Status of H&S is "At Risk". Immediate Action To Enhance Site Safety Must Be Taken. • The total percentage of Environment equals 70% indicating that the Action Status of Environmental is "Compliant". 												
COMPLIANT >= 70%				70% > NEEDS IMPROVEMENT >= 50%				AT RISK < 50%				

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
A				
First A: Job sites				
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	
Second: Protection of site workers:				
		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;	Y	
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;	N	

#	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;	N	
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 to the sites approved by the authorities competent;	Y	
21	11	Continue to change medical masks every two hours for exposed workers to dust directly;	N	
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	
Third: Mobility				
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. (Assume this to mean disinfected)	Y	
Fourth AA: Cargo transportation				
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	