DEPARTMENT ORDER No. 13 Series of 1998

Guidelines Governing OSH in the Construction Industry
OSH LAWS & ISSUANCES

Book IV, Title I – Medical, Dental and Occupational Safety

Occupational Safety and Health Standards, (OSHS)1978

DO 13 – Guidelines Governing Safety and Health in the Construction Industry
Objectives

• To ensure the protection and welfare of workers employed in the construction industry
• To ensure protection and welfare of the general public within and around the immediate vicinity of any construction worksite as well as the promotion of harmonious employer-employee relationships
• To take into consideration industry practices and applicable gov’t. requirements
SALIENT FEATURES OF DEPARTMENT ORDER NO. 13, series of 1998

• Department Order No. 13:
  Otherwise known as the Guidelines Governing Occupational Safety and Health in the Construction Industry
Definitions of Terms

• *Construction SH Committee* - the general SH committee for a construction project site that shall be the overall coordinator in implementing OSH program
Definitions...

- **Construction SH Officer** - any employee/worker trained and, in addition to the regular duties and responsibilities, tasked by his employer to implement OSH programs in accordance with the provisions of the OSH Standards.
Definitions...

- *Construction SH Program* - a set of detailed rules to cover the processes and practices that shall be utilized in a specific construction site in conformity with the OSHS including the personnel responsible and the penalties for violation thereof.
• **Emergency Health Provider** - any person or organization who is certified or recognized by DOH and who can provide the same or equivalent emergency health services as an emergency hospital, including emergency treatment of workers on site, emergency transport and care of injured workers to the nearest hospital, with adequate personnel, supplies and facilities for the complete immediate treatment of injuries or illnesses.
Section 4: Coverage

The guidelines shall apply to all construction activities, including demolition, whether owned by the private or the government sector.
Section 5: Construction Safety and Health Program

Before the start of the actual construction, the construction project manager shall prepare and submit to DOLE Regional Office a comprehensive construction safety and health program.
Construction Safety and Health Programs

- Safety and Health Committee
- Safety Policies
- Penalties and Sanction
- Orientation, Instruction and Training
- Waste Disposal
Construction SH Programs

• Executed and verified by the construction project manager or project manager
• Shall be submitted to Regional Offices for approval or modification
• Cost shall be integrated into the project cost, provided it shall be a separate pay item.
Section 6: Personal Protective Equipment

All employers must provide personal protective equipment for all employees needing such equipment. All other persons entering the construction site must wear the necessary protective equipment. The equivalent cost for the provision of PPE shall be an integral part of the project cost.
Personal Protective Equipment

• For Specialty Construction Workers

• For all other persons authorized or allowed within the construction site

• Free of charge
Section 7: Safety Personnel

A means of coordination was established wherein the main or general contractor shall have overall management and coordination of all safety and health officers/personnel working within the construction site. All full-time safety and health personnel must be accredited by DOLE.
Safety Personnel

• General constructor must provide for a **full-time general construction safety and health officer**

• Additional **construction SH Officer depending on the number of workers**

• **Subcontractor’s safety officer**
## Safety Personnel Requirement

**DO 16 & DO 13**

### Hazardous Workplaces

<table>
<thead>
<tr>
<th>No. of Workers</th>
<th>Safety Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 – 50</td>
<td>1 Part-time Safety Man</td>
</tr>
<tr>
<td>51 – 200</td>
<td>1 Full-time Safety Man</td>
</tr>
<tr>
<td>201 – 250</td>
<td>1 Full-time &amp; 1 Part-time Safety Man</td>
</tr>
<tr>
<td>251 - 500</td>
<td>2 Full-time Safety Man</td>
</tr>
<tr>
<td>Every additional</td>
<td>1 Additional full-time safety man</td>
</tr>
<tr>
<td>500 or fraction</td>
<td></td>
</tr>
<tr>
<td>thereof</td>
<td></td>
</tr>
</tbody>
</table>

1 Safetyman for every 10 units of heavy equipment
Section 9: Construction Safety Signages

Mandatory provision of safety and warning signs are reiterated not only for the protection of workers, but also the public in general. Signs should conform with the standard requirements of the OSHS.

- Usage of PPE
- Falling/ falling objects
- Explosives and flammable substances
- Tripping or slipping hazards
- Toxic or irritant airborne contaminants/substances
- Electrical facility
- Dangerous moving parts of machines
- Fire alarms/ fire fighting
- Instructional signs/ Update of man-hours lost
- **Section 10: Safety on Construction Heavy Equipment**

  - **Pre-Construction**
    - Operators tested and certified by TESDA
    - Heavy equipment tested and certified by DOLE or its recognized organizations

  - **During Construction**
    - Mobilization or transport of heavy equipment
    - Standard procedure in erection and dismantling
    - Routine inspection
**Construction Safety and Health Committee**

**Composition**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairperson</td>
<td>Project Manager</td>
</tr>
<tr>
<td>Secretary</td>
<td>Gen. Construction Safety Officer</td>
</tr>
<tr>
<td>Members</td>
<td>Construction Safety Officers</td>
</tr>
<tr>
<td></td>
<td>Safety Reps. From Sub-con Health Personnel</td>
</tr>
<tr>
<td></td>
<td>Worker’s Representatives</td>
</tr>
</tbody>
</table>
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Duties

- Direct accident prevention efforts in accordance with rules/program
- Conducts toolbox meetings everyday
- Review inspections and accident investigation reports
- Prepare and submit to DOLE minutes of committee meetings, work accidents and illnesses, and other reporting requirements
- Assist government inspectors
- Initiate/supervise safety and health training for employees
- Develop and maintain a disaster contingency plan
Safety Inspection

• Safety Inspection is a systematic way of identifying potential workplace hazards before they cause a health and safety problem.
“An inspection is a service to an organization and its workforce; **NOT** a burden.”

Inspections are needed because nothing is completely risk-free...

- Things wear out
- Conditions change
- People are not perfect
Purposes of Safety Inspection

• Eliminate Hazards
• Assess Effectiveness of OSH Program
• Display Visible Management Commitment to Safety
• Establish Accountability
• Identify Training Needs
• Fulfill Legal Obligations
A detailed safety and health information system is included in the guidelines. These include orientation, instructions, and training for workers; means of conveying safety related information to all workers and specialized instructions and trainings for specialty workers and operators.
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General Safety and Health Measures
- Basic rights and duties of workers
- Emergency procedures
- Good housekeeping
- Welfare and first-aid facilities
- Care and use of PPE
- Personal hygiene and health protection
- Safety and health rules and regulations

Daily tool box meetings
Tool Box Meeting (TBM)

A 10-15 minute on-the-job safety and health awareness meeting focusing usually on the current activities of the group to keep everybody informed and alert on work-related accidents and illnesses and their causes.
Benefits of a TBM

- It addresses actual safety and health concerns on the job or in the site.
- It provides good opportunity for supervisors to know the mental and physical conditions of workers.
- It also provides good opportunity for management to communicate its commitment to safety.
Benefits of a TBM

- It contributes to the training and education of workers
- It prevents the recurrence of previous accidents
- It is a proven technique in inculcating safe work habit
Schedule

When:
- Everyday before the start of work

Where:
- Preferably at the specific site of the activity

Who:
- All workers in the site must attend their specific TBM
Who conducts the TBM?

Usually the supervisor, foreman or leadman (the project manager, safety officer, nurse may serve as guests)
Section 13: Construction Safety and Health Training

All safety personnel assigned within the construction site are required to undergo the basic construction safety training course prescribed by the Bureau of Working Conditions. Continuing training (minimum of 16 hours per year) for all full-time safety personnel shall also be a responsibility of each constructor.
Safety and Health Training

• Basic Construction Safety and Health Training (BOSH)

• Continuing Training
  (minimum of 16 hours per year)
Specialized Instruction and Training

- Operation of construction equipment
- Erection or dismantling of scaffold
- Excavation works
- Workers engaged in pile-driving
- Erection of steel structural frames and tall chimneys
- Handling hazardous substances and materials
- Rigging and signaling
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Specialized instruction and training
- Operation of construction equipment
- Erection or dismantling of scaffolds
- Excavation works
- Handling of explosives
- Workers engaged in pile-driving
- Compressed air, cofferdams, and caissons
- Erection of steel structural frames and tall chimneys
- Handling hazardous substance and materials
- Rigging and signaling
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Section 14: Construction Safety and Health Reports

The monthly submission of summary reports to DOLE is required. The summary reports shall include safety committee meeting agreements, accident investigation reports, and hazard assessments with corresponding remedial action/measures required.

Notification of major accidents to DOLE within 24 hours
Section 15: Construction Worker’s Skills

A Skills certificate shall be required for construction related occupations which have been classified as “Critical Occupations” by TESDA.

An occupational shall be considered as critical –

✓ When it may affect and endanger people’s lives and limbs
✓ When it involves the handling of hazardous tools, equipment, supplies
✓ When it requires a relatively long period of education and training
✓ When the performance of the job may compromise the safety, health and environment concerns within the immediate vicinity of the construction site.
TESDA shall:

- establish national skills standards for critical construction occupations
- prepare guidelines on skills testing and certification
- accredit construction sector organizations in the area of skill training and trade testing
- extend relevant assistance to construction sector organizations
Section 16: Worker’s Welfare Facilities
The employer shall provide for adequate supply of safe drinking water, adequate sanitary and washing facilities in order to ensure humane conditions of work.

Section 17: Cost of Construction Safety and Health Program
The total cost of the Construction Safety and Health Program Shall be a mandatory integral part of the construction project. It shall be treated as a separate pay item and reflected in the project’s bid tender documents.
Section 19: Violations and Penalties

Violations committed by constructors as determined by DOLE after due process shall be considered as prima facie case of a construction mal-performance of grave consequence under RA 4566 (Constructors’ Licensing Law) as amended and pertinent IRR.

In cases of imminent danger situations, the procedures/requirements of the OSHS and DOLE regulations shall be applied.
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–Section 20: Effectivity

The Guidelines shall be immediately effective, that is, 15 days after publication in newspapers of general circulation, as provided in Article 5 of the Labor Code.

D.O. No. 13, s.1998 was signed on July 23, 1998 and published on August 1, 1998 in the Philippine Daily Inquirer and on August 3, 1998 in People’s Tonight.
Maraming Salamat

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