

PRE-CONSTRUCTION RISK ASSESSMENT			
Inspected by:	Area / Location:	Date:	Time:
For Maintenance/ Contractor's Use Only			
Name of the Contractor:			
Name of the Job Leader:			
Scope of Work:			
Estimated Job Duration:			
Start:		Finish:	

Tick the Risk Involved	Hazards/Risk	Who might be harmed and how?	What are the Control measures taken?	Do you need to do anything else to control this risk?
No	A. Air quality (risk of inhaling dust)	Patients, staff, contractors, and visitors are affected by dust if the area is not cordoned off and maintained with negative pressure.	<ol style="list-style-type: none"> 1. The area is cordoned off with safety barrier hoardings and a portable HEPA filter unit is placed inside to maintain negative pressure. 2. Mandatory PPE to be worn while handling. 3. Safety awareness will be given in form of signage, in and around construction hazard areas that inform all persons of the dangers located nearby. 	<p>Regular inspection</p> <p>Entry for only authorized personnel</p>
Yes	B. Infection control (Risk of infection)	Patients, staff, contractors, and visitors are at high risk of infection if infection practice is not carried out.	<ol style="list-style-type: none"> 1. Infection control risk assessment carried out and all necessary measures in place for infection control-related hazards. 	Regular inspection to be carried out in the work site
NO	C. Utility (Interruption of services)	The patient will be affected due to interruption of utility services	<ol style="list-style-type: none"> 1. HVAC Shutdown: If adjacent areas are affected then a portable AC unit will be provided. 2. Water supply Shutdown: Affected area will be closed, and the patient will be transferred to another room 3. Electrical shutoff: Affected area will be temporary connected to another circuit and critical areas are connected to the generator and UPS. 4. Medical Gas shutdown: Affected area will be closed and in an emergency, we can provide a portable cylinder. 	

Tick the Risk Involved	Hazards/Risk	Who might be harmed and how?	What are the Control measures taken?	Do you need to do anything else to control this risk?
No	D. Noise	Can cause temporary/permanent hearing damage to patients, staff's, visitor's and contractors' irritation due to high and loud continues	<ol style="list-style-type: none"> Noise-related works will be carried out during off-peak hours and the work will be done in phases. Workers are provided with PPE (Earplugs during noise activity) 	<p>To make sure nearby area doors are closed during noise-related work.</p> <p>Prior information to the nearby patient while commencing work if required provide earplugs for the patient.</p>
Yes	E. Vibration	Can cause temporary hearing damage to staffs, patients, contractor and can cause ergonomic related injury to the workers	<ol style="list-style-type: none"> Vibration related works will be carried out during off-peak hours and the work will be done in phases Workers are provided with PPE (Earplugs during vibration activity) Job rotation is used to limit the exposure of individual workers 	Workers' exposure is to be regularly monitored.
No	F. Hazardous Materials	Staff and contractors are affected if exposed to hazardous material. It can lead to injury to eyes, skin, etc., and can also lead to a fire if improperly handled.	<ol style="list-style-type: none"> All chemicals are to be labeled with an NFPA sticker and MSDS (Material safety data sheet) to be readily available. Flammable liquids to be stored far away from all ignition sources and corrosive materials to be kept separate. Should always be kept in a closed airtight container. Mandatory PPE to be worn while handling. 	<p>Entry for only authorized personnel only.</p> <p>Provide exhaust fan while using hazardous material (Painting).</p>
No	G. Fire Safety	Improper handling of flammable or combustibles at the site may lead to fire or smoke-related incidents and affect the Staff, contractors, and property. It can lead to injuries or fatality to people and loss of property and business etc.	<ol style="list-style-type: none"> Flammable liquids to be stored far away from all ignition sources and MSDS shall be available. Flammable and combustibles shall not store in the area of heat and ignition. Certified and tested electrical equipment shall be used only. Authorized staff shall only perform the job. Related Permit to work shall be obtained prior to start the work. Area shall be cleared and access shall be limited only to authorized staff. 	<p>Entry for only authorized personnel only.</p> <p>Tested and certified equipment.</p> <p>The fire extinguisher shall be available all the time.</p> <p>Proper PPE shall be worn.</p> <p>Site induction and proper supervision were provided.</p>
No	H. Security:	Improper handling of material and equipment and violation of any site instruction may lead to injury to staff and damage to the property.	<ol style="list-style-type: none"> Site induction is clearly followed all the time at the site. Contractor ID shall be worn all the time at the site. Contractor shall wear proper company uniform. 	<p>Proper monitoring and supervision.</p> <p>No smoking is strictly implemented all the time at hospital Premises.</p>

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			4. Security staff shall monitor the contractor all the time Physically or in CCTV. 5. Identified route /elevator shall only be used for material shifting.	
	I. Emergency services, such as response to codes			
	Trapped inside due to lack of knowledge of emergency code	Contractors are at fire risk if unaware of hospital emergency codes	1. Safety induction is done for all contractors before starting any work activity. 2. Security has provided them with contractor passes and noted them down in the contractor register.	The safety department regularly inspects the work area.
	J. Other hazards that affect care, treatment, and services			
Yes	Electrical equipment & sockets	Staffs and contractors are prone to the risk of electric shock due to poorly maintained equipment	1. Use equipment that is well maintained and safe for use 2. Inspection carried out before starting any power tools activity.	Entry for only authorized personnel
Yes	Debris	Staff and Contractors might slip/trip and get injured or risk a fire hazard if debris is stored.	1. General good housekeeping practice should be carried out. 2. Contractors responsibility to clear the debris on daily basis and to maintain the work site clean	House keeping team also carrying out the cleaning
No	Slips and trips	Staff and Contractors might slip/trip and get injured.	1. General good housekeeping is carried out. 2. All areas are well lit. 3. No trailing leads or cables. 4. The staff keeps work areas clear. no debris stored	Entry for only authorized personnel only
Yes	Dust	Patients, staff's, contractors, and visitor's inhalation of dust can result in serious health effects	1. Provide PPE for staff, contractors working inside the area. 2. Portable HEPA filter to be placed inside which will maintain negative pressure and make the environment dust-free and convert dusty air into normal air.	Entry for only authorized personnel only. If required air condition will be temporarily switched off during the activity.

PRE-CONSTRUCTION SAFETY CHECKLIST

S. No	DESCRIPTION	Yes	No	N/A	REMARKS
1.	Are entry corridor and exits clear from obstruction?				
	- construction entry/exit				
	- occupants entry/exit				
	- temporary entry/exit marked				
2.	Are Firefighting equipment kept free from obstruction?				
	- fire hose cabinet				
	- fire extinguisher				
3.	Adequate barriers in place?				
	-Safety barrier				
	- Safety hoarding fence				
4.	Hoarding doors left shut?				
5.	Welding Permit in place/implemented?				
	- spot check posted precautions				
6.	Housekeeping practices is adequate?				
	- Debris stored separately and cleaned frequently				
	- Flammable liquid use/storage separately from ignition source?				
	- Flammable gas use/storage separately from ignition source?				
7.	Fire extinguishers in place and ready for emergency use?				
8.	Fire alarm system operational?				
	- Fire alarm sounder/ flasher in working condition and operational?				
	- Smoke detector in working condition and operational?				
9.	Are sprinkler system in place and operational?				
10.	"NO SMOKING" posted and implemented?				
11.	Electrical system safe for use?				
	- Portable power tools are all in good condition?				
	- Electrical plug tops and wiring are all in good condition?				
12.	Air quality				
	-Renovation area is maintained with negative pressure?				
	-Portable HEPA filter unit placed				
13.	Infection control				
	-Infection Control Risk Assessment				
14.	Utility system interrupted?				
	-Air condition supply?				
	Affected area?				
	Unit location?				
S. NO	DESCRIPTION	Yes	No	N/A	REMARKS

S. No	DESCRIPTION	Yes	No	N/A	REMARKS
15.	-Water supply?				
	Affected area?				
	Valve location?				
16.	-Sewer service?				
	Affected area?				
17.	-Electrical disruption?				
	Affected area?				
	Breaker location?				
18.	Medical gas services?				
	Oxygen (O2) services?				
	Affected area?				
	Affected device?				
19.	Vacuum (V) services?				
	Affected area?				
	Affected device?				
	Valve location?				
20.	Nitrogen (N2O) services?				
	Affected area?				
	Affected device?				
	Valve location?				
21.	Surgical air (SA7) services?				
	Affected area?				
	Affected device?				
	Valve location?				
22.	Medical air (MA4) services?				
	Affected area?				
S. NO	DESCRIPTION	Yes	No	N/A	REMARKS
	Affected device?				
	Valve location?				
23.	Noise activity?				
	High/ Medium/ Low				
24.	Vibration activity?				
	High/ Medium/ Low				
25.	Dust activity?				
	High/ Medium/ Low				
26.	Hazardous materials present?				
	-Is the work likely to generate any noxious or unusual odors?				
27.	Are contractors inducted about emergency response to hospital codes?				
28.	Other hazards noted?				
Remarks:					

12	All construction tools are in good condition?																		
13	Flammable liquid and combustible stored far away from all ignition sources & MSDS available																		
14	Workers answer fire safety questions correctly and understand emergency procedures?																		
15	Workers display hospital contractor's identity cards at all times																		
16	Plastic barriers/Gypsum partitions used to control the dust is adequate & effective																		
17	Noisy works were not done during the peak hours																		
18	Vibration related works were not done during peak hours.																		

Comments

Signature:
Fire & Safety Officer

POST CONSTRUCTION MONITORING CHECKLIST					
S. No		Yes	No	NA	Remark
1	Job site is clear of dust, construction debris/equipment. Area had been cleaned -including vacuuming and wipe down of surfaces including hoarding to remove dust				
2	Contractor completes final construction cleaning followed by facility based preoccupancy terminal cleaning.				
3	Where required, HVAC ductwork cleaning has been performed				
4	Area is dust free (all horizontal surfaces, headwalls, ledges, inside of cabinets, drawers, tops of clocks etc.)				
5	Hand hygiene dispensers filled and functioning and properly located.				
6	Integrity of walls/ceiling tiles are maintained e.g. not stained or damaged.				
7	Surfaces in patient care/procedure/service areas are appropriate (e.g. smooth, nonporous, water resistant)				

8	If plumbing has been affected/shutdown plumbing has been flushed.				
9	Plumbing if affected has been checked for leaks.				
10	Ceiling tiles are in place, well approximated and not stained				
11	HVAC systems are clean, function restored, balanced and verified				
12	Correct room pressurization (negative or positive)				
13	All mechanical spaces, including ceiling space should be cleaned of dust and debris.				
14	Electrical Circuits have been tested and verified				
15	Electrical Safeties in all circuits have tested & verified				
16	Medical Gas line are flushed, tested & verified				
17	Fire protection / fire fighting systems are tested & verified				
18	Training to all technical staff has been provided for newly constructed area.				
19	Work completion report is checked & received				
20	Air samples have been taken to check the quality of air				
21	Infection control practices has been followed				

Inspected By: _____ Date: _____

Work area checked and authorized by:

Facility Engineer:

Name : _____ Sign : _____

Fire & Safety Officer

Name : _____ Sign : _____

Infection Control representative

Name : _____ Sign : _____