

## FACT SHEET

# RUNNING A SMALL CONSTRUCTION SITE?

### TOP HEALTH AND SAFETY TIPS FOR THE BUSY BUILDER.

*Follow these steps if you run a construction site, even if you don't directly employ the people working there.*

1. Keep your site clean and tidy, with clear space for people to work in.
2. Keep people and vehicles apart.
3. Keep people, including the public, away from danger – fence the site off and use signs to warn people.
4. Make sure structures, such as walls, are kept safe, and demolition work is properly planned and workers know what to do (is asbestos present?).
5. Ensure any electrical supply is isolated from earth with a voltage between phase and earth conductors not exceeding 230 volts.
6. Ensure electrical extension cords connected to power tools have a Residual Current Device (RCD) or Isolating Transformer.
7. Make sure trenches and excavations don't collapse and ensure people cannot fall into them.
8. Make sure workers cannot fall from height – working from ladders is allowed only as a last resort.
9. Provide toilets and somewhere to wash on site or close by.
10. Make sure the people on your site are trained to do the work safely.

***This is just a summary – find out more at [www.worksafe.govt.nz](http://www.worksafe.govt.nz)***



