Introduction
Qualifications Pack – Supervisor Site EHS

SECTOR: CONSTRUCTION

SUB-SECTOR: Real Estate and Infrastructure Construction

OCCUPATION: Environment, Health and Safety

REFERENCE ID: CON/Q1402

ALIGNED TO: NCO-2004/NIL

This job role ensures maintenance of site environment, health and safety.

Brief Job Description: This job role is responsible for ensuring maintenance of site environment, health and safety and providing training along with appropriate reporting and rectification of unsafe conditions at a construction site. The individual should possess sound EHS knowledge, should be able to monitor and maintain safe working practices.

Personal Attributes: This job role requires the individual to be physically and mentally strong enough to oversee the site EHS maintenance work at a construction site. The individual should be having strong organizational, interpersonal and communication skills, along with comprehensive knowledge of site EHS maintenance works.
## Qualifications Pack Code

<table>
<thead>
<tr>
<th>Qualifications Pack Code</th>
<th>CON/Q1402</th>
</tr>
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## Job Role

<table>
<thead>
<tr>
<th>Job Role</th>
<th>Supervisor Site EHS</th>
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## Credits (NSQF)

<table>
<thead>
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## Sector

<table>
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<tr>
<th>Sector</th>
<th>Construction</th>
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## Drafted on

<table>
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<th>07/08/2015</th>
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## Sub-sector

<table>
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<th>Sub-sector</th>
<th>Real Estate and Infrastructure Construction</th>
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## Last reviewed on

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## Occupation

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## Next review date

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## NSQC Clearance on

<table>
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## Job Role

### Supervisor Site EHS

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<th>This job role is responsible for ensuring maintenance of site environment, health and safety.</th>
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### NSQF level

<table>
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<tr>
<th>Minimum Educational Qualifications</th>
<th>Preferably 12th standard and compulsory Certification course in industrial safety</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Educational Qualifications</td>
<td>N.A.</td>
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### Training

(Suggested but not mandatory)

- Recommended training period of 20-24 weeks as per QP of Supervisor Site EHS
- Recommended training in basic computer literacy

### Minimum Job Entry Age

<table>
<thead>
<tr>
<th>Minimum Job Entry Age</th>
<th>18 years</th>
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</table>

### Experience

Desirable:
- 1. Non trained worker : 15 years site experience in same occupation
- 2. Trained worker: 3 years site experience as a certified EHS Steward

### Compulsory:

1. **CON/N1403: Enforce adherence to safe work practice at site**
2. **CON/N1404: Conduct orientation and EHS based training of manpower at construction site**
3. **CON/N1405: Prevent unsafe condition of site environment and labour camps**
4. **CON/N1406: Investigate and report on safety relevant concerns at construction site**
5. **CON/N8003: Supervise, monitor and evaluate performance of subordinates at workplace**
6. **CON/N9002: Manage workplace for safe and healthy work environment**

### Optional:

| Optional | N.A. |
### Performance Criteria

As described in the relevant OS units

<table>
<thead>
<tr>
<th>Keywords / Terms</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sector</td>
<td>Sector is conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.</td>
</tr>
<tr>
<td>Sub-Sector</td>
<td>Sub-Sector is derived from a further breakdown based on the characteristics and interests of its components</td>
</tr>
<tr>
<td>Occupation</td>
<td>Occupation is a set of job roles, which perform similar/related set of functions in an industry.</td>
</tr>
<tr>
<td>Job role</td>
<td>Job role defines a unique set of functions that together form a unique employment opportunity in an organization.</td>
</tr>
<tr>
<td>Occupational Standards (OS)</td>
<td>OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the knowledge and understanding they need to meet the standard consistently. Occupational Standards are applicable both in the Indian contexts.</td>
</tr>
<tr>
<td>Performance Criteria</td>
<td>Performance Criteria are statements that together specify the standard of performance required when carrying out a task.</td>
</tr>
<tr>
<td>Qualifications Pack (QP)</td>
<td>Qualifications Pack comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A Qualification Pack is assigned a unique qualification pack code</td>
</tr>
<tr>
<td>Qualification Pack Code</td>
<td>Qualification Pack Code is a unique reference code that identifies a qualifications pack.</td>
</tr>
<tr>
<td>National Occupational Standards (NOS)</td>
<td>NOS are Occupational Standards which apply uniquely in the Indian context.</td>
</tr>
<tr>
<td>Scope</td>
<td>Scope is the set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on the quality of performance required.</td>
</tr>
<tr>
<td>Knowledge and Understanding</td>
<td>Knowledge and Understanding are statements which together specify the technical, generic, professional and organizational specific knowledge that an individual needs in order to perform to the required standard</td>
</tr>
<tr>
<td>Organizational Context</td>
<td>Organizational Context includes the way the organization is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.</td>
</tr>
<tr>
<td>Technical Knowledge</td>
<td>Technical Knowledge is the specific knowledge needed to accomplish specific designated responsibilities.</td>
</tr>
<tr>
<td>Core Skills / Generic Skills</td>
<td>Core Skills or Generic Skills are a group of skills that are key to learning and working in today’s world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.</td>
</tr>
</tbody>
</table>

### Definitions

**Keywords / Terms**

**Description**

- **CON**: Construction
- **NSQF**: National Skill Qualifications Framework
- **QP**: Qualification Pack
- **OS**: Occupational Standards
| TBD   | To Be Decided |
Overview

This NOS covers the skills and knowledge required by a workman to be proficient in enforcing adherence to safe work practice at site.
# Unit Code

| CON/N1403 |

# Unit Title (Task)

| Enforce adherence to safe work practice at site |

# Description

This unit describes the skills and knowledge required to enforce adherence to Safe Work Practice at site.

# Scope

The scope covers the following:
- Enforce adherence to safe work practice at site

## Performance Criteria (PC) w.r.t. the Scope

<table>
<thead>
<tr>
<th>Element</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enforce adherence to Safe Work Practice at site</td>
<td>To be competent, the user/individual on the job must be able to:</td>
</tr>
<tr>
<td>PC1. confirm that all required signs are posted, and bulletin boards are maintained in clear and legible condition</td>
<td></td>
</tr>
<tr>
<td>PC2. oversee the implementation of safe work practices at site</td>
<td></td>
</tr>
<tr>
<td>PC3. carry out safety walks/site safety inspections in order to observe the physical conditions of work and the work practices and procedures followed by workers</td>
<td></td>
</tr>
<tr>
<td>PC4. check for access to work, fall protection and installation of safety net</td>
<td></td>
</tr>
<tr>
<td>PC5. ensure adequate safety measures are followed while working at site</td>
<td></td>
</tr>
<tr>
<td>PC6. ensure standards personal protective equipments (PPE's) are used at site as per relevant work</td>
<td></td>
</tr>
<tr>
<td>PC7. ensure health and safety specifications and safe working practices at locations involving hazardous works</td>
<td></td>
</tr>
<tr>
<td>PC8. encourage workers to identify unsafe or unhealthful workplace conditions or hazards</td>
<td></td>
</tr>
<tr>
<td>PC9. make daily observations of employees to ensure that work is performed safely</td>
<td></td>
</tr>
<tr>
<td>PC10. checking the sub-contractors' work to ensure compliance with site EHS policies</td>
<td></td>
</tr>
<tr>
<td>PC11. check proper clearance from EHS department is taken prior to commencement of any construction work</td>
<td></td>
</tr>
<tr>
<td>PC12. check safety permits such as night work permit, height work permit, hot work permit in case of welding, cutting, grinding etc have been taken prior to commencement of construction work</td>
<td></td>
</tr>
<tr>
<td>PC13. inspect and rectifying any unsafe conditions at the construction site</td>
<td></td>
</tr>
</tbody>
</table>

## Knowledge and Understanding (K)

### A. Organizational Context (Knowledge of the company /)

The user/individual on the job needs to know and understand:
- KA1. disposal of waste as per organizational and environmental norms
- KA2. statutory compliance requirement related to workmen engagement
**Enforce adherence to safe work practice at site**

<table>
<thead>
<tr>
<th>organization and its processes</th>
<th>The user/individual on the job needs to know and understand:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>KB1. principles of measurement, geometry and arithmetic</td>
</tr>
<tr>
<td></td>
<td>KB2. EHS evaluation procedures</td>
</tr>
<tr>
<td></td>
<td>KB3. EHS maintenance procedures in case of hazards, accidents and emergencies</td>
</tr>
<tr>
<td></td>
<td>KB4. types of EHS hazards associated with workplace and handling procedures</td>
</tr>
<tr>
<td></td>
<td>KB5. limits of responsibility for identifying site accidents or injuries</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B. Technical Knowledge</th>
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</table>

<table>
<thead>
<tr>
<th>Skills (S)</th>
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</thead>
<tbody>
<tr>
<td>A. Core Skills/ Generic Skills</td>
</tr>
<tr>
<td>Writing Skills</td>
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<tr>
<td>The user/ individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SA1. write in at least two language, preferably in the local language of the site and basic English</td>
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<tr>
<td>SA2. provide clear and simple instructions, details &amp; sketches to sub-ordinate</td>
</tr>
<tr>
<td>SA3. record and document daily productivity report, daily labour attendance &amp; details regarding work</td>
</tr>
<tr>
<td>SA4. prepare basic status updates for the superiors in the prescribed format</td>
</tr>
<tr>
<td>Reading Skills</td>
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<td>The user/ individual on the job needs to know and understand how to:</td>
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<tr>
<td>SA5. read one or more language, preferably in the local language of the site</td>
</tr>
<tr>
<td>SA6. read drawing, specification and standards related to relevant work</td>
</tr>
<tr>
<td>SA7. read key documents including quality standards and standard working methods</td>
</tr>
<tr>
<td>SA8. read various, sign boards, safety rules and safety tags, instructions related to exit routes during emergency at the workplace</td>
</tr>
<tr>
<td>Oral Communication (Listening and Speaking skills)</td>
</tr>
<tr>
<td>The user/ individual on the job needs to know and understand how to:</td>
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<tr>
<td>SA9. speak in one or more language, preferably in one of the local languages of the site and basic English</td>
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<td>SA10. listen and follow instructions clearly given by the superior</td>
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<td>SA11. provide clear instructions to subordinates for completion of task as per work plan, time schedule and quality</td>
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<td>Decision Making</td>
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<td>The user/individual on the job needs to know and understand how to:</td>
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<td>SB1. estimate required material, time and resources for work</td>
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<td>SB2. decide alternate course of action in case of hindrance to work</td>
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</table>
Enforce adherence to safe work practice at site

| SB3. | determine whether all signages and boards are visible and legible |
| SB4. | determine whether adequate safety measures and mechanism (like safety nets, guard rails, PPE, etc.) are in place at the site |

**Plan and Organise**

The user/individual on the job needs to know and understand how to:

| SB5. | plan work & organize required resource in coordination with team members and superior |
| SB6. | plan work targets, allocate time schedule to subordinates and organize completion of task within allocated time |

**Customer centricity**

The user/individual on the job needs to know and understand how to:

| SB7. | ensure completion of work as per agreed time schedule and quality |

**Problem solving**

The user/individual on the job needs to know and understand how to:

| SB8. | rectify any hazardous conditions at site |

**Analytical Thinking**

The user/individual on the job needs to know and understand how to:

| SB9. | identify potential hazards at site |

**Critical Thinking**

The user/individual on the job needs to know and understand how to:

| SB10. | assess complexity of the tasks and provide guidance for carrying out corrective action as per requirement |
| SB11. | identify and assess how violation of any safety norms may lead to accidents |
Enforce adherence to safe work practice at site

**NOS Version Control**

<table>
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Overview

This NOS covers the skills and knowledge required by a workman to be proficient in conducting orientation and EHS based training of manpower at construction site.
## Unit Code
CON/N1404

## Unit Title (Task)
Conduct orientation and EHS based training of manpower at construction site

## Description
This unit describes the skills and knowledge required to conduct orientation and EHS based training of manpower at construction site.

## Scope
The scope covers the following:
- Conduct orientation and EHS based training of manpower along with tool box talk at construction site

## Performance Criteria (PC) w.r.t. the Scope

<table>
<thead>
<tr>
<th>Element</th>
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</table>
| Conduct orientation and EHS based training of manpower along with tool box talk at construction site | To be competent, the user/individual on the job must be able to:  
   PC1. provide new-employee health and safety orientations and training  
   PC2. conduct safety training and demonstrate the use of safety equipment  
   PC3. train workers about hazards, methods to prevent harm, and the EHS standards that apply to the workplace so they can perform their work safely  
   PC4. train workers on the proper safety procedures to follow, including the use of additional safeguards such as machine guards and personal protective equipments  
   PC5. carry out special tool box talks which require discussion on highly critical safety related matters, hazardous site conditions pertaining to particular work etc  
   PC6. provide EHS awareness training for common environmental permits requirements and safety and environmental hazards ensuring safe waste disposal and housekeeping at site  
   PC7. keep records of training indicating the names, identity numbers and job description of trainees etc  
   PC8. conduct hygiene training programs, such as noise surveys, continuous atmosphere monitoring, ventilation surveys, or asbestos management plans |

## Knowledge and Understanding (K)

### A. Organizational Context
(Knowledge of the company / organization and its processes)

The user/individual on the job needs to know and understand:
- KA1. standard practices for site EHS maintenance works
- KA2. personal protection including the use of related safety gears & equipments
- KA3. statutory compliance requirement related to working at height
- KA4. disposal of waste as per organizational and environmental norms
- KA5. statutory compliance requirement related to workmen engagement

### B. Technical Knowledge

The user/individual on the job needs to know and understand:
- KB1. work scope to be provided to the workers based on their expertise
- KB2. EHS evaluation procedures
### Skills (S)

#### A. Core Skills/ Generic Skills

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#### B. Professional Skills

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<tr>
<td>SB2. decide alternate course of action in case of hindrance to work</td>
</tr>
<tr>
<td>SB3. determine the content of training program basis the audience</td>
</tr>
</tbody>
</table>
| SB4. determine whether tools and equipment used in the demonstration are
CON/N1404  Conduct orientation and EHS based training of manpower at construction site

<table>
<thead>
<tr>
<th>Table</th>
<th>suitable</th>
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<td>The user/individual on the job needs to know and understand how to:</td>
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<td>SB7. ensure completion of work as per agreed time schedule and quality</td>
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<td>The user/individual on the job needs to know and understand how to:</td>
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<tr>
<td>SB8. rectify any hazardous conditions at site</td>
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<tr>
<td><strong>Analytical Thinking</strong></td>
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<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
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<tr>
<td>SB9. identify potential hazards at site</td>
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<tr>
<td><strong>Critical Thinking</strong></td>
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<td>The user/individual on the job needs to know and understand how to:</td>
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<td>SB10. assess complexity of the tasks and provide guidance for carrying out corrective action as per requirement</td>
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<tr>
<td>SB11. identify and assess how violation of any safety norms may lead to accidents</td>
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## NOS Version Control

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</tbody>
</table>
CON/N1405  Prevent unsafe condition of site environment and labour camps

-----------------------------------------------

Overview

This NOS covers the skills and knowledge required by a workman to be proficient in preventing unsafe condition of site environment and labour camps.
## Prevent unsafe condition of site environment and labour camps

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>CON/N1405</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Unit Title</strong></td>
<td>Prevent unsafe condition of site environment and labour camps</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>This unit describes the skills and knowledge required to prevent unsafe condition of site environment and labour camps.</td>
</tr>
<tr>
<td><strong>Scope</strong></td>
<td>The scope covers the following:</td>
</tr>
<tr>
<td></td>
<td>• Prevent unsafe condition of site environment and check hygienic conditions at labour camps</td>
</tr>
</tbody>
</table>

### Performance Criteria (PC) w.r.t. the Scope

**Element** | **Performance Criteria** |
---|---|
Prevent unsafe condition of site environment and check hygienic conditions at labour camps | To be competent, the user / individual on the job must be able to: |
| | PC1. maintain emergency response plans or procedures |
| | PC2. collect and evaluate samples of hazardous materials for identification of hazard |
| | PC3. oversee disposal of hazardous materials or hazardous wastes to ensure that materials are handled and disposed properly |
| | PC4. ensure all unprotected openings in floors, edges, slabs, hatchways and stairways are adequately guarded, fenced or barricaded or that similar means are used to safeguard any person from falling through such openings |
| | PC5. evaluate the adequacy of ventilation, exhaust equipment, lighting, or other conditions that could affect employee health, comfort, or performance |
| | PC6. deal promptly with accidental breakages and spillages |
| | PC7. carry out checks for site environment to monitor levels of dust, air pollution, noise pollution, etc. and initiate necessary corrections to tackle adverse site and camp conditions |

### Knowledge and Understanding (K)

**A. Organizational Context**

Knowledge of the company / organization and its processes |

The user/individual on the job needs to know and understand: |

- KA1. standard practices for site EHS maintenance works |
- KA2. personal protection including the use of related safety gears & equipments |
- KA3. service request procedures for tools, materials and equipments |
- KA4. statutory compliance requirement related to working at height |
- KA5. statutory compliance requirement related to workmen engagement |

**B. Technical Knowledge**

The user/individual on the job needs to know and understand: |

- KB1. EHS evaluation procedures |
- KB2. EHS maintenance procedures in case of hazards, accidents and emergencies |
- KB3. types of EHS hazards associated with workplace and handling procedures |
- KB4. limits of responsibility for identifying site accidents or injuries |
- KB5. EHS maintenance procedures in case of hazards, accidents and emergencies |
**CON/N1405**

**Prevent unsafe condition of site environment and labour camps**

<table>
<thead>
<tr>
<th>KB6.</th>
<th>how to maintain emergency resource plans</th>
</tr>
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<tbody>
<tr>
<td>KB7.</td>
<td>maintenance procedures of hazardous materials</td>
</tr>
<tr>
<td>KB8.</td>
<td>how to develop medical monitoring programs for employees</td>
</tr>
<tr>
<td>KB9.</td>
<td>how to deal with hazards and accidents at a construction site</td>
</tr>
<tr>
<td>KB10.</td>
<td>tolerance levels for site environment to monitor levels of dust, air pollution, noise pollution, etc.</td>
</tr>
</tbody>
</table>

### Skills (S)

#### A. Core Skills/ Generic Skills

<table>
<thead>
<tr>
<th>Writing Skills</th>
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<tbody>
<tr>
<td>The user/ individual on the job needs to know and understand how to:</td>
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<td>SA1.</td>
</tr>
<tr>
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</tr>
<tr>
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<td>SA8.</td>
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<td>SA9.</td>
</tr>
<tr>
<td>SA10.</td>
</tr>
<tr>
<td>SA11.</td>
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#### B. Professional Skills

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</tr>
<tr>
<td>SB3.</td>
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<tr>
<td>SB4.</td>
</tr>
<tr>
<td>SB5.</td>
</tr>
<tr>
<td>SB6.</td>
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</table>

**Customer centricity**

| SB7. | ensure completion of work as per agreed time schedule and quality |

**Problem solving**

| SB8. | rectify any hazardous conditions at site |

**Analytical Thinking**

| SB9. | identify potential hazards at site |

**Critical Thinking**

| SB10. | assess complexity of the tasks and provide guidance for carrying out corrective action as per requirement |
| SB11. | identify and assess how violation of any safety norms may lead to accidents |
CON/N1405  Prevent unsafe condition of site environment and labour camps

**NOS Version Control**

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<td>Environment, Health and Safety</td>
</tr>
<tr>
<td>Next review date</td>
<td>23/08/2017</td>
</tr>
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</table>
National Occupational Standard

Overview

This NOS covers the skills and knowledge required by a workman to be proficient in investigating and reporting on safety relevant concerns at construction site.
<table>
<thead>
<tr>
<th>Element</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| **Report on accidents /unsafe site conditions and rectify any safety related concerns at a construction site** | To be competent, the user / individual on the job must be able to:  
PC1. report and document all accidents at site even those not involving any injury within specified time  
PC2. investigate all accidents and near-misses and to recommend the preventive measures so as to ensure non-occurrence of such cases  
PC3. inspect specified areas to ensure the presence of fire prevention equipment, safety equipment, or first-aid supplies  
PC4. investigate site accidents to identify causes or to determine how such accidents might be prevented in the future  
PC5. identify unsafe act or unsafe condition of work  
PC6. provide recommendations for corrective action in case of unsafe act/condition  
PC7. investigate and report any complaints related to employee’s health or safety on the site  
PC8. report uncorrected imminent dangers  
PC9. ensure that necessary first aid support is available on site |
| **Rectify any safety related concerns at a construction site** | PC10. take suitable and sufficient steps in the event of a fall by any person and the fall arrest equipment or the surrounding environment does not cause injury to the person  
PC11. notify concerned authority in case of injury or fire, explosion, fatality, or other serious incident  
PC12. recommend measures to help protect workers from potentially hazardous work methods, processes, or materials  
PC13. carry out preventive EHS protocol, basis analysis of Near Miss accident data, to minimize EHS accidents |

**Knowledge and Understanding (K)**

| A. Organizational Context (Knowledge of) | The user/individual on the job needs to know and understand:  
KA1. standard practices for site EHS maintenance works |
**CON/N1406 Investigate and report on safety relevant concerns at construction site**

| the company / organization and its processes | KA2. safety rules and regulations for handling and storing required tools, equipment and materials  
KA3. personal protection including the use of related safety gears & equipments  
KA4. service request procedures for tools, materials and equipments  
KA5. statutory compliance requirement related to working at height  
KA6. statutory compliance requirement related to workmen engagement |
|---|---|

**B. Technical Knowledge**

The user/individual on the job needs to know and understand:

- **KB1.** principles of measurement, geometry and arithmetic
- **KB2.** EHS evaluation procedures
- **KB3.** EHS maintenance procedures in case of hazards, accidents and emergencies
- **KB4.** types of EHS hazards associated with workplace and handling procedures
- **KB5.** limits of responsibility for identifying site accidents or injuries
- **KB6.** data analysis for EHS Near Miss cases on site
- **KB7.** basic first aid requirements

<table>
<thead>
<tr>
<th>Skills (S)</th>
<th>Writing Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Core Skills/ Generic Skills</td>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td></td>
<td><strong>SA1.</strong> write in at least two language, preferably in the local language of the site and basic English</td>
</tr>
<tr>
<td></td>
<td><strong>SA2.</strong> provide clear and simple instructions, details &amp; sketches to sub-ordinate</td>
</tr>
<tr>
<td></td>
<td><strong>SA3.</strong> record and document daily productivity report, daily labour attendance &amp; details regarding work</td>
</tr>
<tr>
<td></td>
<td><strong>SA4.</strong> prepare basic status updates for the superiors in the prescribed format</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Reading Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td></td>
<td><strong>SA5.</strong> read one or more language, preferably in the local language of the site</td>
</tr>
<tr>
<td></td>
<td><strong>SA6.</strong> read drawing, specification and standards related to relevant work</td>
</tr>
<tr>
<td></td>
<td><strong>SA7.</strong> read key documents including quality standards and standard working methods</td>
</tr>
<tr>
<td></td>
<td><strong>SA8.</strong> read various, sign boards, safety rules and safety tags, instructions related to exit routes during emergency at the workplace</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Oral Communication (Listening and Speaking skills)</th>
</tr>
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<tbody>
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<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td></td>
<td><strong>SA9.</strong> speak in one or more language, preferably in one of the local languages of the site and basic English</td>
</tr>
<tr>
<td></td>
<td><strong>SA10.</strong> listen and follow instructions clearly given by the superior</td>
</tr>
<tr>
<td></td>
<td><strong>SA11.</strong> provide clear instructions to subordinates for completion of task as per</td>
</tr>
<tr>
<td>B. Professional Skills</td>
<td>Decision Making</td>
</tr>
<tr>
<td>-----------------------</td>
<td>----------------</td>
</tr>
<tr>
<td></td>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td></td>
<td>SB1. estimate required material and resources for work</td>
</tr>
<tr>
<td></td>
<td>SB2. decide alternate course of action in case of hindrance to work</td>
</tr>
<tr>
<td></td>
<td>SB3. determine whether necessary first aid support is available at site</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Plan and Organise</th>
</tr>
</thead>
<tbody>
<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB4. plan work &amp; organize required resource in coordination with team members and superior</td>
</tr>
<tr>
<td>SB5. plan work targets, allocate time schedule to subordinates and organize completion of task within allocated time</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Customer centricity</th>
</tr>
</thead>
<tbody>
<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB6. ensure completion of work as per agreed time schedule and quality</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Problem solving</th>
</tr>
</thead>
<tbody>
<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB7. rectify any hazardous conditions at site</td>
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</table>

<table>
<thead>
<tr>
<th>Analytical Thinking</th>
</tr>
</thead>
<tbody>
<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB8. identify potential hazards at site</td>
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</table>

<table>
<thead>
<tr>
<th>Critical Thinking</th>
</tr>
</thead>
<tbody>
<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB9. assess complexity of the tasks and provide guidance for carrying out corrective action as per requirement</td>
</tr>
<tr>
<td>SB10. identify and assess how violation of any safety norms may lead to accidents</td>
</tr>
</tbody>
</table>
# Investigate and report on safety relevant concerns at construction site

## NOS Version Control

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<td>Real Estate and Infrastructure Construction</td>
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<tr>
<td>Occupation</td>
<td>Environment, Health and Safety</td>
</tr>
</tbody>
</table>
CON/N8003 Supervise, monitor and evaluate performance of subordinates at workplace

---------------------------------------

Overview

This NOS covers the skills and knowledge required by workmen to supervise, monitor and evaluate the performance of subordinates at workplace.
### National Occupational Standard

**Unit Code**  
CON/N8003

**Unit Title**  
Supervise, monitor and evaluate performance of subordinates at workplace

**Description**  
This OS covers the skills and knowledge required by an individual to supervise, monitor and evaluate performance of subordinates at workplace.

**Scope**  
The scope covers the following:
- Monitor all construction work activities performed by subordinates, evaluate their performance and ensure strict adherence to quality instructions and timelines as per organizational policies and procedures.

---

### Performance Criteria (PC) w.r.t. the Scope

<table>
<thead>
<tr>
<th>Element</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| Supervise, monitor and evaluate performance of all subordinates and ensure adherence to organizational policies and procedures | To be competent, the user/individual on the job must be able to:  
   PC1. fix expected targets for the respective gang as per site requirements and allocate work to subordinates  
   PC2. establish expected performance standards and expectations for the respective gang of workers to meet the desired outcomes  
   PC3. inspect assigned work to the respected gang of workers through progressive checking  
   PC4. observe and verify the work activities performed by the subordinates at the construction site  
   PC5. monitor overall performance of subordinates on the designed measures to ensure quality requirements set by the concerned authority  
   PC6. ensure adherence to the organizational policies and procedures for all relevant construction activities by the workmen subordinations |

---

### Knowledge and Understanding (K)

**A. Organizational Context**  
(Knowledge of the company / organization and its processes)

- The user/individual on the job needs to know and understand:  
  KA1. policies, procedures and work targets for performance evaluation and appraisals  
  KA2. organizational policies, procedures and protocol for smooth completion of work at the respective workplace

**B. Technical Knowledge**

- The user/individual on the job needs to know and understand:  
  KB1. how to complete work/task accurately by following standard specifications and procedures by optimized and correct used of materials, tools, tackles and equipment

---

**Skills (S)**
### A. Core Skills/ Generic Skills

<table>
<thead>
<tr>
<th>Writing Skills</th>
</tr>
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<tbody>
<tr>
<td>The user/ individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SA1. write in at one or more language, preferably in the local language of the site</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reading Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>The user/ individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SA2. read in at one or more language, preferably in the local language of the site</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Oral Communication (Listening and Speaking skills)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The user/ individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SA3. speak in at one or more language, preferably in one of the local languages of the site</td>
</tr>
<tr>
<td>SA4. effectively communicate with team members at workplace</td>
</tr>
</tbody>
</table>

### B. Professional Skills

<table>
<thead>
<tr>
<th>Decision Making</th>
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</thead>
<tbody>
<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB1. rectify errors, select workman according to the performance and carry out appropriate allocation of task</td>
</tr>
<tr>
<td>SB2. motivate the subordinate for better quality work</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Plan and Organize</th>
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<tbody>
<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB3. plan work as per right sequence and organize required resources in coordination with the team members</td>
</tr>
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</table>

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<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
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<td>SB4. complete work as per the requirement</td>
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</table>

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<tbody>
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<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB5. solve any anomalies in work processes, critical problems &amp; cause for delays at workplace</td>
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</tbody>
</table>

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<tr>
<th>Analytical Thinking</th>
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<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB6. sort workers activities in order of sequence and importance workers</td>
</tr>
<tr>
<td>SB7. identify root cause and effects of workers conflicts at workplace</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Critical Thinking</th>
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<tbody>
<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB8. evaluate and find solutions to minimize errors and suggest improvements</td>
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<td>CON/N8003</td>
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CON/N8003 Supervise, monitor and evaluate performance of subordinates at workplace

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<td></td>
<td></td>
<td>Next review date</td>
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Overview

This NOS covers the skills and knowledge required by a workman to be proficient in maintaining a healthy & safe working environment for the group of people working under an individual.
<table>
<thead>
<tr>
<th>Unit Code</th>
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<tr>
<td>Unit Title (Task)</td>
<td>Manage workplace for safe and healthy work environment</td>
</tr>
<tr>
<td>Description</td>
<td>This unit describes the skill and knowledge required to maintain a healthy &amp; safe working environment for the group of people working under an individual</td>
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</tbody>
</table>

### Scope

The scope covers the following:

- Ensure healthy and safe working environment for subordinates.
- Ensure effective implementation of health, safety and environment policies and procedures.
- Identify and respond to risks / fire and emergencies associated with the work practices, workplace and ensure related organizational & statutory requirement as followed.

### Performance Criteria (PC) w.r.t. the Scope

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<th>Element</th>
<th>Performance Criteria</th>
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<tbody>
<tr>
<td>Ensure a healthy and safe working environment for subordinates.</td>
<td>To be competent, the user / individual on the job must be able to:</td>
</tr>
<tr>
<td></td>
<td>PC1. ensure proper housekeeping at workplace</td>
</tr>
<tr>
<td></td>
<td>PC2. implement safe handling, stacking methods at workplace / store</td>
</tr>
<tr>
<td></td>
<td>PC3. ensure that health and safety plan is followed by all subordinates</td>
</tr>
<tr>
<td></td>
<td>PC4. identify any hazard in workplace and notify them to appropriate authority</td>
</tr>
<tr>
<td></td>
<td>PC5. ensure that all safety and protection installation are correctly placed &amp; adequate</td>
</tr>
<tr>
<td></td>
<td>PC6. ensure safe access is available at work place for movement of workers &amp; materials</td>
</tr>
<tr>
<td></td>
<td>PC7. ensure safe use of tools and tackles by the workmen as per applicability</td>
</tr>
<tr>
<td></td>
<td>PC8. ensure appropriate use of following Personal Protective Equipment (PPE) as per applicability:</td>
</tr>
<tr>
<td></td>
<td>• Head Protection (Helmets)</td>
</tr>
<tr>
<td></td>
<td>• Ear Protection</td>
</tr>
<tr>
<td></td>
<td>• Fall Protection</td>
</tr>
<tr>
<td></td>
<td>• Foot Protection</td>
</tr>
<tr>
<td></td>
<td>• Face and Eye Protection,</td>
</tr>
<tr>
<td></td>
<td>• Hand &amp; Body Protection</td>
</tr>
<tr>
<td></td>
<td>• Respiratory Protection</td>
</tr>
<tr>
<td></td>
<td>PC9. maintain entrances &amp; exit from confined spaces, excavated pits and other location in concurrence with safety parameters or instruction form safety personals</td>
</tr>
<tr>
<td>Identify and respond to risks / emergencies</td>
<td>PC10. ensure organizational policies and procedures are followed for health, safety and welfare, in relation to:</td>
</tr>
</tbody>
</table>
### CON/N9002

**Manage workplace for safe and healthy work environment**

| Associated with the work practices, workplace | • methods of receiving or sourcing information  
  | • dealing with accidents and emergencies associated with the work and environment  
  | • reporting  
  | • stooping work  
  | • evacuation  
  | • fire risks and safe exit procedures |

PC11. follow procedures for accident recording and reporting as per organizational and statuary requirements  
PC12. ensure effective adherence to response to emergency procedures / protocols  
PC13. report any case of emergency / risks to the concern people at the construction site  
PC14. report any perceived risk hazards to the superiors / concerned EHS  
PC15. demonstrate the use of fire protection equipments for different type of fire hazard  
PC16. implement control measures to reduce risk & meet legal requirement as per organizational policies

### Knowledge and Understanding (K)

#### A. Organizational Context  
(Knowledge of the company / organization and its processes)

<table>
<thead>
<tr>
<th>The user/individual on the job needs to know and understand:</th>
</tr>
</thead>
<tbody>
<tr>
<td>KA1. the policies, procedures and protocol set up by the EHS Department With respect to Health, Safety and Environment at the respective construction site</td>
</tr>
<tr>
<td>KA2. reporting procedures in cases of breaches or hazards in site safety, accidents or emergency situations</td>
</tr>
<tr>
<td>KA3. safe working practices for tools, tackles and equipment</td>
</tr>
<tr>
<td>KA4. workplace policies and health and safety requirements for dealing with potential risks as defined by the EHS department</td>
</tr>
</tbody>
</table>

#### B. Technical Knowledge

<table>
<thead>
<tr>
<th>The user/individual on the job needs to know and understand:</th>
</tr>
</thead>
<tbody>
<tr>
<td>KB1. how to respond to accidents &amp; emergencies</td>
</tr>
<tr>
<td>KB2. the appropriate personal protective equipment to be used based on various working conditions</td>
</tr>
<tr>
<td>KB3. how to use necessary material, tools, tackles and equipment in a safe and appropriate manner as specified by site EHS for each level and respective workman gang</td>
</tr>
<tr>
<td>KB4. how to monitor working in workplace keeping safety &amp; health in mind</td>
</tr>
</tbody>
</table>

### Skills (S)

#### A. Core Skills/ Generic Skills

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>The user/ individual on the job needs to know and understand how to:</td>
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<tr>
<td>SA1. write in one or more languages</td>
</tr>
</tbody>
</table>
### Reading Skills

The user/ individual on the job needs to know and understand how to:

- SA2. read in one or more languages
- SA3. read instructions, rules, guidelines, sign boards related to safety as per the requirements

### Oral Communication (Listening and Speaking skills)

The user/ individual on the job needs to know and understand how to:

- SA4. speak in one or more language, preferably in one of the local languages of the site
- SA5. listen and follow instructions shared by site EHS and superiors regarding site safety
- SA6. communicate reporting of site conditions, hazards, accidents, etc.

### B. Professional Skills

#### Decision Making

The user/individual on the job needs to know and understand how to:

- SB1. decide upon the appropriate application & installation of safety equipments like barricades and nets
- SB2. decide upon the tools box talks contents

#### Plan and Organise

The user/individual on the job needs to know and understand how to:

- SB3. identify any hazards in workplace organize safety equipments prior to commencing work

#### Customer centricity

The user/individual on the job needs to know and understand how to:

- SB4. work to ensure safe and healthy environmental conditions at workplace

#### Problem solving

The user/individual on the job needs to know and understand how to:

- SB5. identify analysis & report hazards, accidents, health and safety risks, etc. or seek help from the appropriate authorities to address the same as per the guidelines laid down by site EHS

#### Analytical Thinking

The user/individual on the job needs to know and understand how to:

- SB6. analyze areas of work which are potential safety hazards and could result in damage to life or property for the respective gang at the construction site

#### Critical Thinking

The user/individual on the job needs to know and understand how to:

- SB7. respond to critical health risks or accidents on an urgent basis through appropriate actions
## NOS Version Control

<table>
<thead>
<tr>
<th>NOS Code</th>
<th>CON/N9002</th>
</tr>
</thead>
<tbody>
<tr>
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<td>TBD</td>
</tr>
<tr>
<td>Version number</td>
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<td>Industry</td>
<td>Construction</td>
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<tr>
<td>Drafted on</td>
<td>07/08/2015</td>
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<td>Real Estate and Infrastructure Construction</td>
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<td>Occupation</td>
<td>Environment, Health and Safety</td>
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<td>Next review date</td>
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**CRITERIA FOR ASSESSMENT OF TRAINEES**

**Job Role**  
Supervisor Site EHS

**Qualification Pack**  
CON/Q1402

**Sector Skill Council**  
Construction

### Guidelines for Assessment

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.

2. The assessment for the knowledge part will be based on knowledge bank of questions created by Assessment Bodies subject to approval by SSC.

3. Individual assessment agencies will create unique question papers for knowledge/theory part for assessment of candidates as per assessment criteria given below.

4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on assessment criteria.

5. The passing percentage for each QP will be 70%. To pass the Qualification Pack, every trainee should score a minimum of 70% individually in each NOS.

6. The Assessor shall check the final outcome of the practices while evaluating the steps performed to achieve the final outcome.

7. The trainee shall be provided with a chance to repeat the test to correct his procedures in case of improper performance, with a deduction of marks for each iteration.

8. After the certain number of iteration as decided by SSC the trainee is marked as fail, scoring zero marks for the procedure for the practical activity.

9. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack within the specified timeframe set by SSC.

10. Minimum duration of Assessment of each QP shall be of 4hrs/trainee.

### Marks Allocation

<table>
<thead>
<tr>
<th>Assessment outcomes</th>
<th>Assessment Criteria for outcomes</th>
<th>Total Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>CON/N1403: Enforce adherence to Safe Work Practice at site</td>
<td>PC1. confirm that all required signs are posted, and bulletin boards are maintained in clear and legible condition</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>PC2. oversee the implementation of safe work practices at site</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>PC3. carry out safety walks/site safety inspections in order to observe the physical conditions of work and the work practices and procedures followed by workers</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>PC4. check for access to work, fall protection and installation of safety net</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>PC5. ensure adequate safety measures are followed while working at site</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>PC6. ensure standards personal protective equipments(PPE’s) are used at site as per relevant work</td>
<td>7</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Theory</th>
<th>Skills Practical</th>
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<tbody>
<tr>
<td>PC1</td>
<td>3.5</td>
<td>3.5</td>
</tr>
<tr>
<td>PC2</td>
<td>4.5</td>
<td>4.5</td>
</tr>
<tr>
<td>PC3</td>
<td>4.5</td>
<td>4.5</td>
</tr>
<tr>
<td>PC4</td>
<td>3.5</td>
<td>3.5</td>
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<tr>
<td>PC5</td>
<td>3.5</td>
<td>3.5</td>
</tr>
<tr>
<td>PC6</td>
<td>3.5</td>
<td>3.5</td>
</tr>
</tbody>
</table>

**Total**  
100
### Assessment Criteria for Supervisor Site EHS

| PC7. ensure health and safety specifications and safe working practices at locations involving hazardous works | 7 | 3.5 | 3.5 |
| PC8. encourage workers to identify unsafe or unhealthful workplace conditions or hazards | 7 | 3.5 | 3.5 |
| PC9. make daily observations of employees to ensure that work is performed safely | 9 | 4.5 | 4.5 |
| PC10. checking the sub-contractors’ work to ensure compliance with site EHS policies | 7 | 3.5 | 3.5 |
| PC11. check proper clearance from EHS department is taken prior to commencement of any construction work | 7 | 3.5 | 3.5 |
| PC12. check safety permits such as night work permit, height work permit, hot work permit in case of welding, cutting, grinding etc have been taken prior to commencement of construction work | 8 | 4 | 4 |
| PC13. inspect and rectifying any unsafe conditions at the construction site | 9 | 4.5 | 4.5 |
| **Total** | **100** | **50** | **50** |

| CON/N1404: Conduct orientation and EHS based training of manpower at construction site |
|---|---|---|
| PC1. provide new-employee health and safety orientations and training | 15 | 7.5 | 7.5 |
| PC2. conduct safety training and demonstrate the use of safety equipment | 15 | 7.5 | 7.5 |
| PC3. train workers about hazards, methods to prevent harm, and the EHS standards that apply to the workplace so they can perform their work safely | 15 | 7.5 | 7.5 |
| PC4. train workers on the proper safety procedures to follow, including the use of additional safeguards such as machine guards and personal protective equipments | 15 | 7.5 | 7.5 |
| PC5. carry out special tool box talks which require discussion on highly critical safety related matters, hazardous site conditions pertaining to particular work etc | 15 | 7.5 | 7.5 |
| PC6. provide EHS awareness training for common environmental permits requirements and safety and environmental hazards ensuring safe waste disposal and housekeeping at site | 15 | 7.5 | 7.5 |
| PC7. keep records of training indicating the names, identity numbers and job description of trainees etc | 10 | 5 | 5 |
| **Total** | **100** | **50** | **50** |

| CON/N1405: Prevent unsafe condition of site environment and labour camps |
|---|---|---|
| PC1. conduct hygiene training programs, such as noise surveys, continuous atmosphere monitoring, ventilation surveys, or asbestos management plans | 15 | 7.5 | 7.5 |
| PC2. maintain emergency response plans or procedures | 12 | 6 | 6 |
| PC3. collect and evaluate samples of hazardous materials for identification of hazard | 12 | 6 | 6 |
### Assessment Criteria for Supervisor Site EHS

| PC4. oversee disposal of hazardous materials or hazardous wastes to ensure that materials are handled and disposed properly | 12 | 6 | 6 |
| PC5. ensure all unprotected openings in floors, edges, slabs, hatchways and stairways are adequately guarded, fenced or barricaded or that similar means are used to safeguard any person from falling through such openings | 12 | 6 | 6 |
| PC6. evaluate the adequacy of ventilation, exhaust equipment, lighting, or other conditions that could affect employee health, comfort, or performance | 13 | 6.5 | 6.5 |
| PC7. deal promptly with accidental breakages and spillages | 12 | 6 | 6 |
| PC8. carry out checks for site environment to monitor levels of dust, air pollution, noise pollution, etc. and initiate necessary corrections to tackle adverse site and camp conditions | 12 | 6 | 6 |
| **Total** | **100** | **50** | **50** |

**CON/N1406: Investigate and report on safety relevant concerns at construction site**

| PC1. report and document all accidents at site even those not involving any injury within specified time | 7 | 3.5 | 3.5 |
| PC2. investigate all accidents and near-misses and to recommend the preventive measures so as to ensure non-occurrence of such cases | 9 | 4.5 | 4.5 |
| PC3. inspect specified areas to ensure the presence of fire prevention equipment, safety equipment, or first-aid supplies | 9 | 4.5 | 4.5 |
| PC4. investigate site accidents to identify causes or to determine how such accidents might be prevented in the future | 7 | 3.5 | 3.5 |
| PC5. identify unsafe act or unsafe condition of work | 7 | 3.5 | 3.5 |
| PC6. provide recommendations for corrective action in case of unsafe act/condition | 7 | 3.5 | 3.5 |
| PC7. investigate and report any complaints related to employee's health or safety on the site | 7 | 3.5 | 3.5 |
| PC8. report uncorrected imminent dangers | 7 | 3.5 | 3.5 |
| PC9. ensure that necessary first aid support is available on site | 9 | 4.5 | 4.5 |
| PC10. take suitable and sufficient steps in the event of a fall by any person and the fall arrest equipment or the surrounding environment does not cause injury to the person | 7 | 3.5 | 3.5 |
| PC11. notify concerned authority in case of injury or fire, explosion, fatality, or other serious incident | 7 | 3.5 | 3.5 |
| PC12. recommend measures to help protect workers from potentially hazardous work methods, processes, or materials | 8 | 4 | 4 |
| PC13. carry out preventive EHS protocol, basis analysis of Near Miss accident data, to minimize EHS accidents | 9 | 4.5 | 4.5 |
| **Total** | **100** | **50** | **50** |
## Assessment Criteria for Supervisor Site EHS

### CON/N8003: Supervise, monitor and evaluate performance of subordinates at workplace

<table>
<thead>
<tr>
<th>PC</th>
<th>Description</th>
<th>Weightage</th>
</tr>
</thead>
<tbody>
<tr>
<td>PC1</td>
<td>fix expected targets for the respective gang as per site requirements and allocate work to subordinates</td>
<td>15 7.5 7.5</td>
</tr>
<tr>
<td>PC2</td>
<td>establish expected performance standards and expectations for the respective gang of workers to meet the desired outcomes</td>
<td>15 7.5 7.5</td>
</tr>
<tr>
<td>PC3</td>
<td>inspect assigned work to the respected gang of workers through progressive checking</td>
<td>20 10 10</td>
</tr>
<tr>
<td>PC4</td>
<td>observe and verify the work activities performed by the subordinates at the construction site</td>
<td>20 10 10</td>
</tr>
<tr>
<td>PC5</td>
<td>monitor overall performance of subordinates on the designed measures to ensure quality requirements set by the concerned authority</td>
<td>15 7.5 7.5</td>
</tr>
<tr>
<td>PC6</td>
<td>ensure adherence to the organizational policies and procedures for all relevant construction activities by the workmen subordinations</td>
<td>15 7.5 7.5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>100 50 50</strong></td>
</tr>
</tbody>
</table>

### CON/N9002: Manage workplace for safe and healthy work environment

<table>
<thead>
<tr>
<th>PC</th>
<th>Description</th>
<th>Weightage</th>
</tr>
</thead>
<tbody>
<tr>
<td>PC1</td>
<td>ensure proper housekeeping at workplace</td>
<td>5 2.5 2.5</td>
</tr>
<tr>
<td>PC2</td>
<td>implement safe handling, stacking methods at workplace / store</td>
<td>5 2.5 2.5</td>
</tr>
<tr>
<td>PC3</td>
<td>insure that health and safety plan is followed by all subordinates</td>
<td>5 2.5 2.5</td>
</tr>
<tr>
<td>PC4</td>
<td>identify any hazard in workplace and notify them to appropriate authority</td>
<td>5 2.5 2.5</td>
</tr>
<tr>
<td>PC5</td>
<td>ensure that all safety and protection installation are correctly placed &amp; adequate</td>
<td>5 2.5 2.5</td>
</tr>
<tr>
<td>PC6</td>
<td>ensure safe access is available at work place for movement of workers &amp; materials</td>
<td>5 2.5 2.5</td>
</tr>
<tr>
<td>PC7</td>
<td>ensure safe use of tools and tackles by the workmen as per applicability</td>
<td>5 2.5 2.5</td>
</tr>
</tbody>
</table>
| PC8 | ensure appropriate use of following Personal Protective Equipment (PPE) as per applicability:  
  - Head Protection (Helmets)  
  - Ear Protection  
  - Fall Protection  
  - Foot Protection  
  - Face and Eye Protection,  
  - Hand & Body Protection  
  - Respiratory Protection | 10 5 5 |
| PC9 | maintain entrances & exit from confined spaces, excavated pits and other location in concurrence with safety parameters or instruction form safety personals. | 5 2.5 2.5 |
### Assessment Criteria for Supervisor Site EHS

<table>
<thead>
<tr>
<th>PC10. ensure organizational policies and procedures are followed for health, safety and welfare, in relation to:</th>
<th>10</th>
<th>5</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>- methods of receiving or sourcing information</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- dealing with accidents and emergencies associated with the work and environment</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>- reporting</td>
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<td></td>
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<tr>
<td>- stooping work</td>
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<td></td>
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<tr>
<td>- evacuation</td>
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<td></td>
<td></td>
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<tr>
<td>- fire risks and safe exit procedures</td>
<td></td>
<td></td>
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<tr>
<td>PC11. follow procedures for accident recording and reporting as per organizational and statutory requirements</td>
<td>5</td>
<td>2.5</td>
<td>2.5</td>
</tr>
<tr>
<td>PC12. ensure effective adherence to response to emergency procedures / protocols</td>
<td>7.5</td>
<td>3.75</td>
<td>3.75</td>
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<tr>
<td>PC13. report any case of emergency / risks to the concern people at the construction site</td>
<td>7.5</td>
<td>3.75</td>
<td>3.75</td>
</tr>
<tr>
<td>PC14. report any perceived risk hazards to the superiors / concerned EHS</td>
<td>7.5</td>
<td>3.75</td>
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<tr>
<td>PC15. demonstrate the use of fire protection equipments for different type of fire hazard</td>
<td>7.5</td>
<td>3.75</td>
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</tr>
<tr>
<td>PC16. implement control measures to reduce risk &amp; meet legal requirement as per organizational policies</td>
<td>5</td>
<td>2.5</td>
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<tr>
<td><strong>Total</strong></td>
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