

Site-Specific Safety Management Plan

Project Name: _____

Project Location/Address: _____

Prepared By: _____

Date: _____

1. Project Overview

Description of project scope, duration, and involved parties.

2. Key Contacts

| Role | Name | Phone | Email |
|-------------------|------|-------|-------|
| Site Manager | | | |
| Safety Officer | | | |
| First Aid Contact | | | |

3. Risk Assessment Summary

- Identify top site-specific hazards.
- Summarize control measures in place.

4. Roles & Responsibilities

- Project Manager: _____
- Site Supervisor: _____
- Safety Coordinator: _____
- All Workers: Follow all safety procedures.

5. Emergency Procedures

1. Evacuation routes and assembly points.
2. Location of first aid kits and fire extinguishers.
3. Person responsible for reporting emergencies.

6. Site Rules

- PPE Required: _____
- Restricted Areas: _____
- Prohibited Activities: _____

7. Subcontractor Management

- Visitor/Contractor induction procedure.
- Responsibility for verification of insurance, qualifications.

8. Training & Communication

- Site induction requirements.
- Methods of safety communication.
- Toolbox meeting schedule.

9. Incident Reporting & Investigation

- Process for reporting hazards, near-misses, and incidents.
- Investigation and corrective actions procedure.

10. Plan Review & Sign-off

This plan should be reviewed and signed by all responsible parties prior to project commencement.

Signature: Site Manager

Signature: Safety Officer