

## **STRUCTURE OF THE SPECIFIC PREVENTION PLAN FOR THE WORKS**

### **EXECUTION**

**The Prevention Plan shall be signed by the Officer in Charge of Prevention of the tenderer, as well as by the Technical Manager of the works.**

**Before the commencement of the works, a written approval by the requesting business Unit must be provided of the site where the work is to be performed.**

1. Scope.
2. Description of the company. It must contain as a minimum:
  - Corporate Name.
  - Headquarters
  - Phone number.
  - Fax number.
  - Main activity of the company.
  - Average number of workers.
  - Work injury and sickness mutual insurance company.
3. Description of the company's prevention structure, as well as the adopted preventive program, annexing, if applicable, the agreement with an External Preventive Service or the establishment of its Own Prevention Service, including the training certificates of its members.
4. Full name of the Technical Manager and of the General Manager of the works, as well as their phone numbers.  
  
Full names of the Prevention Managers at the worksite during the execution of the works, as well as appointment of the preventive resources for the cases established by law.
5. Assessment of own risks of the works to be carried out, as well as the preventive measures taken, which shall include:
  - Written work procedures.
  - Collective protection measures.
  - Personal protection equipment.
  - Signalling.
  - Fire fighting equipment.

6. Preventive activities programme during the execution of the work:
  - Periodic coordination meetings.
  - Field audits and safety inspections.
  - On-site training.
  - Check of the personal protection equipment.
  - List of Chemical Products used for the tasks (if any), as well as their safety card.
7. Subcontracted activities and independent company(ies) or self-employed worker(s) assigned for executing them.
8. List of the personnel assigned to perform the work, including full names and occupational category of each person.

Individual Medical Certificates, issued upon admission and periodic, attesting their fitness for the said work, issued by the entity in charge of managing the Occupational Medicine in the company. (obligatory medical examinations)
9. Prevention training certificates of the workers assigned to the works.
  - Occupational Risk Prevention Training, including basic, intermediate or advanced level.
  - Training in the specific risks of the employee's activities.
  - First Aid training.
  - Training in fire fighting equipment use.
  - Works at high altitude.
  - Use of specific Protection Equipment.
10. Medical Fitness Certificates of the workers for handling lifting machinery, transport machinery, carrying out work under Electrical Risk and those inherent in the activities to be carried out.
11. Certificates of delivery of the protection equipment to the workers as established in the Prevention Plan for the works execution.
12. List of work machinery and equipment to be used for executing the works, together with a certificate issued by the company stating that the machinery and equipment have the required:
  - Declaration of conformity.
  - CE marking.

- and that the maintenance programme indicated by the manufacturer has been complied with.

13. List of chemical products and the corresponding Safety cards of each of them.

14. Description of the types of emergency situations and measures to be taken for each of them, and notification and investigation in case of a work accident or event.

It should be clearly stated that the reporting and investigation of accidents and events shall be done in accordance with the specification TS/103 "Reporting of accidents, events and others by the contractors".