

**ADVISORY 29.1: HEALTH & SAFETY CONSTRUCTION
JOB SITE GUIDELINES**

The purpose of this guideline is to provide for University of Cincinnati construction project owner representatives, such as project managers and staff engineers, the direction and actions they are to take relative to health and safety issues observed at construction sites. Hazardous conditions that are observed violating OSHA guidelines must be responded to as follows:

Project Owner Representatives shall:

- Notify the responsible prime contractor immediately of the violation and request correction. (Do not provide means, methods, or directives regarding corrective measures.)
- If immediate correction is not feasible, request the contractor shut down the affected portion of the job site until the safety violation is corrected.
- Immediately contact the Environmental Health & Safety Office (556-4968) and notify them of the safety violation issue.
- If a State administered project, notify the local DAS representative of the safety violation.
- In consultation with the Environmental Health & Safety Office, put in place alternative safety measures until the violation is corrected by the contractor to protect University employees, students, and the public.
- Record the safety violation in the minutes of the next meeting with the contractors and how it was resolved.