



APPENDIX C

DEFINITIONS:

Accident: An event resulting from the (unplanned) alteration of an activity, or of a certain order or balance; and that for at least one action, unsafe condition, or a combination of these (involuntary or unforeseen) may or may not produce an incapacitating injury; or that produces an illness or a temporary or total crippling of one or more persons; and that causes or allows for the possibility of at least one injury, fatality, health damage, or temporary interruption to a process or activity.

Accidents are normally attributable to inadequate personnel selection or training, or to little supervision, and are usually combined with lack of effective hazard controls.

Construction Activities: Are those activities defined under Scope in this Standard. See examples in Annex II.

Adequate or Appropriate is used to qualitatively or quantitatively describe the means used for the protection of a worker.

Works Administrator: The ACP unit responsible for managing and controlling the execution of the construction work.

Construction Area: Whatever place in which one or more of the processes or operations contained in Scope is being carried out.

Competent Authority: Is the person who has the authority to issue regulations, orders, or other instructions, as well as having legal power.

Environmental Conditions: All work aspects, circumstances, and hazards typical of the work place that influence, or may influence its execution, and that result as a consequence of the distinctive problems of the site where it is developed, of the activities peculiar to ACP, weather conditions, and others that may sporadically appear. (See examples in Annex III.)

Contractor: The natural or artificial individual that contractually assumes before the Administrator, with his/her own or another party's human and material means, the obligation of partly or totally executing the works, subject to the project and contract.

The contractor and subcontractor referred to in the present Standard shall have the consideration of the businessmen/businesswomen within the purviews provided in this Standard and related to the Labor Code in effect regarding the prevention of labor risks.

Contract: A formal or informal agreement between the ACP or person authorized, and one or more contractors for which a work administrator establishes all the design details, specifications, notes, references, drawings, technical, legal or other requirements, and the conditions with which the contractor shall comply in executing and completing the work.

Coordinators on Matters of Safety and Health: A person with experience, authorized by the contractor, and with the resources to resolve a variety of situations and nonconformities that arise on matters of safety and health during the works project development.

Owner: The ACP unit which provides, in permanent manner, the control of the maintenance activities in a facility, building, office, etc., and/or is the occupant, or directly manages all aspects related to the execution and acceptance of the construction works.

Employer: Any natural, or artificial individual who employs one or more workers in one or more areas of construction, and, dependent on the case, could be the principal contractor, or the subcontractor or autonomous worker.

Incident: The evolution of events in a works or activity that, because of the actions and/or existing unsafe conditions, could result in an accident, damage, or loss; and, which may or may not include injuries or illnesses.

Incidence Log: The only consecutive log by interest areas subsequently stated, and by date, in which all actions on matters of safety and security of a contract are documented.

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- It is related exclusively to only one contractor and his/her subcontractors, and includes, among others, the documents related to contract activities, lectures, orientations, varied inspections, consultations, control of “Submittals,” works construction inspector evaluations, accident investigations, field memos, disciplinary measures, personnel used, copy of the updated work schedules, and compliance and corrective actions taken during the active life of the contract.
 - This log shall be maintained and updated by the authorized representative of the contractor, and can be verified by the works inspector and engineers, contractor’s employees, specialists and other authorized persons.
 - During the active life of the works contract, it shall be under the custody and exclusive protection of the contractor’s authorized representative, and, at the end of the active life of the work under each contract, the contractor is obligated to deliver it in complete form and order to the safety specialist.
- **Work Place:** All the places in which workers need to be or go by reason of the work, and that are under the responsibility and control of their employer, whether it be temporarily or permanently.
- **Means of Entering or Exiting:** Hallways, corridors, stairways, platforms, ladders, or other means utilized by individuals to enter or exit a work area or escape in case of danger.
- **Standards and Requisites:** A document that offers practical guidelines regarding the policies and establishment of health and safety standards to be utilized by the employees and other persons involved in the construction process activities to promote and enforce the safety and security within the range of the ACP.
- **Construction Works:** Any work in which construction, maintenance, demolition, reforms, widening, or engineering work is performed. (See Examples in Annexes II and V.).
- **Construction Works Without a Project:** Are those that are executed without counting on the planned development of a prior project. However, they shall have at least one Basic Safety Plan and comply with the requisites established in numeral 9.0.

Within this type of works it is appropriate to make the following classification:

 - Short-term works (less than 30 days).
 - Minor maintenance works (that do not involve the use of equipment, utilize less than 5 people, and do not contain special risks in any of its activities).
- **Disposable Overalls:** Overalls made with non-reusable synthetic fabric approved by the Safety and Industrial Hygiene Unit (RHSI).
- **Danger:** Conditions, actions, or a combination of both, that cause or have the potential of causing an accident and, in doing so produce partial or total disabilities, health injuries, material losses, partial or total interruption of work or production, fatalities, etc.
- **Competent Person:** A person who possesses adequate qualifications, such as sufficient training and knowledge, certifications, experience and abilities to perform a specific job in a safe manner.
 - The ACP competent authorities shall define and authorize the designation of these individuals, and determine the criteria to establish the conditions and functions that can be assigned to such competent persons.
- **Project:** A group of documents and references that precedes and defines in detail the characteristics of a work, and allows or facilitates contracting.
- **Risk:** A real or potential danger.
- **Special Risks:** Those contained in Annex III or those which are similar.
- **Subcontractor:** The natural or artificial person that contractually assumes, before the contractor, the principal businessman/businesswoman, the obligation to effect certain parts or installations on the work, with subjection to the project by which his/her execution is governed, and complying with all the approved Safety plans and Specifications of the contract.
- **Worker:** Any person directly or indirectly involved in construction activities or processes.
- **Autonomous or independent worker:** The natural person, other than the contractor and main contractor, who performs, in a personal and direct manner, a professional activity for these others, with or without subjection to a work contract, and who assumes the obligation to perform certain parts

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or installations of the work. When the autonomous worker hires, for account of another party, personnel to work in the project, he/she shall have the contractor or subcontractor's consideration within the purviews the present Standard.