Key Artifacts

1. Standard project plan with punchlist tracker
2. Punch List of pending items as process control tool
3. Checklists for each stage
4. Feedback tool to add checklist points
5. Training Slide Deck safety awareness, based on ILO
6. Construction safety guidelines, this deck
Our Offering

1. Dependable, long-lifetime sourcing
2. Speed and quality of execution
3. Professionalism and experience
4. Exemplary safety record
5. “Your partner in compliance”
6. High reliability, German engineering
7. Top-notch after-sales services
8. Excellent customer experience
1. Safety first
2. Come fully prepared
3. Radiate competence and professionalism
4. Claim authority and execute on it
5. Clear rules and delivery
32 Stages in 5 Phases:

1. Project Preparation
2. Order Confirmation
3. Procurement
4. Installation
5. Hand-over
1. Legal obligations
   i. Minimum standards: Labour Act (2006) - Chapter 6 (Safety)
   iii. Vicarious liability: Generally responsible for undertakings of our staff and hired labor

2. International compliance, even if not ratified by BD:
   i. ILO Code of practice Safety and health in construction (Revised edition) (Nov 2022)
   ii. C167 - Safety and Health in Construction Convention, 1988 (No. 167)

3. Our company values, especially: Accountability, Mutual Respect, and Integrity
<table>
<thead>
<tr>
<th>Stakeholder</th>
<th>Roles</th>
<th>Areas of Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Client</td>
<td>1. Is the owner of the roof or acts as the liaison to the roof owner.</td>
<td>1. Access and exit to rooftop for construction and safety measures, incl. fire fighting and ambulances.</td>
</tr>
<tr>
<td></td>
<td>2. Manages all matters related to access and utilities.</td>
<td>2. Areas for material storage.</td>
</tr>
<tr>
<td></td>
<td>3. Manages roof safety.</td>
<td>3. Civil construction and project readiness of roof (including lightning protection).</td>
</tr>
<tr>
<td></td>
<td>4. Approves before execution begins</td>
<td>4. Utilities for labour (incl. lights, toilets, electricity access) and safety measures (incl. evacuation, first aid, and fire fighting equipment).</td>
</tr>
<tr>
<td></td>
<td>5. Undertakes agreed procurement.</td>
<td>5. Any impact on or from adjoining sites.</td>
</tr>
<tr>
<td>SOLshare</td>
<td>1. Designs system</td>
<td>1. Material selection</td>
</tr>
<tr>
<td></td>
<td>2. Defines goods to be procured</td>
<td>2. Safety Training</td>
</tr>
<tr>
<td></td>
<td>3. Inspects construction on site</td>
<td>3. Execution and Workmanship</td>
</tr>
<tr>
<td></td>
<td>4. Manages construction site safety within perimeter of project.</td>
<td>4. Regular inspection on safety and quality</td>
</tr>
<tr>
<td></td>
<td>5. Commissions and monitors plant</td>
<td>5. Definition and executing of SOPs</td>
</tr>
<tr>
<td>Sub-contractors</td>
<td>1. Undertake construction work</td>
<td>1. Material storage and handling</td>
</tr>
<tr>
<td></td>
<td>2. Manage labour</td>
<td>2. Ensure Adequate yard lighting and lighting for night shifts.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3. Qualification of Personnel</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4. Dedicated, regularly trained first-aider on site</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5. Execution of SOPs on daily basis</td>
</tr>
</tbody>
</table>
Safety Principles

1. SAFETY is our first priority; nobody should get harmed.
2. SAFETY is our joint responsibility.
3. We make a difference.
4. We lead by example.
5. We create a safe and professional work space.
1. Contracts with all entities
2. Roof must be prepared before we engage
3. Perimeter clearly defined and labeled [Tool]
4. Safety gear on site
5. Worker registry and daily logs
This is a SOLshare construction site

1. Access is restricted. The restricted area is marked clearly.
2. All visitors must be accompanied and briefed before entry.
3. All workers must be trained for the job they are undertaking.
4. Every person entering must wear:
   a. A hard hat.
   b. Appropriate clothing including a high visibility vest.
   c. Protective, closed footwear.
   d. Identification badge listing qualification.

Emergency Information
a) Site owner emergency contact: ____________________
   b) SOLshare emergency contact: +880 1819-XXXX
5. Daily on site briefings are conducted at 9 am
6. SOLshare maintains the following items:
   a. clearly marks the restricted area
   b. daily site logs
   c. one first aid kit
   d. at least one fire extinguisher (rated A,B,C for electric fires)
   e. technical drawings are available on site.
7. Any incidents are reported to SOLshare's Dhaka office immediately (<1h).
এটি একটি SOLshare নির্মাণাধীন সাইট

1. প্রবেশাধিকার সীমাবদ্ধ। সীমাবদ্ধ এলাকাটি স্পষ্টভাবে চিহ্নিত করা হয়েছে।
2. প্রবেশের আগে সমস্ত দর্শকদের অবশ্যই প্রতিনিধির সাথে থাকতে হবে এবং ব্রিফ করতে হবে।
3. সমস্ত কর্মীদের অবশ্যই তারা যে কাজটি নিচ্ছে তার জন্য প্রশিক্ষিত হতে হবে।
4. প্রবেশকারী প্রত্যেক ব্যক্তিকে অবশ্যই পরতে হবে:
   a. একটি শুক টুপি
   b. একটি উচ্চ দৃশ্যমানতা ভস্ত সহ উপযুক্ত পোশাক
   c. প্রতিরক্ষামূলক, বন্ধ জুতা
   d. শালাঙ্ককরণ ব্যাজ মোড়া তালিকাসহ

Emergency Information
a) সাইটের প্রতিনিধি (জরুরী যোগাযোগ):
b) SOLশেয়ার (জরুরী যোগাযোগ):

+880 1819-XXXX
5. The site shall be escorted by site personnel at 9 am.
6. SOLshare shall ensure that the site is marked with necessary items:
   a. Daily Logs
   b. A First Aid kit
   c. A Fire extinguisher (in the event of fire, A, B, C rated extinguishers should be used)
   d. Site shall have Technical Drawings (marked areas).
7. Any incident shall be reported to SOLshare-Drak office within 1 hour (<1h).
Worker Sign up Form

Google form, 48h in advance:
1. Name
2. Phone number
3. NID, upload picture
4. Emergency contact person
5. Hospital plan or preference
6. Blood group
7. Company working for
8. Company contact number
9. Aiding hand or in-charge
10. Type of work to be performed
11. Training or certification received, upload evidence
12. Batch ID number
13. First SOLshare site and date of joining

Batch:
1. Printed by P&C SOLshare in waterproof print
2. Name, Photo, Emergency Number, blood group
3. Specialized types of work allowed to do:
   a. Electric installation
   b. Welding
   c. Civil Structures
   d. Working at heights

Sample ID
1. Stay with your “site buddy” at all time.
2. Be aware of your own safety and that of others.
3. Direct your questions to your site buddy.
4. Do NOT touch anything.
5. Do NOT disturb or distract anybody.
Daily Logs

1. Weather
2. Workers
3. Visitors
4. Progress
5. Incidents
6. Responsible today
7. Responsible tomorrow
8. Upload picture via Google form

Title: Daily Logbook

<table>
<thead>
<tr>
<th>Site:</th>
<th>Effective Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Product: SOLroof</td>
<td></td>
</tr>
<tr>
<td>Author:</td>
<td>Approver:</td>
</tr>
<tr>
<td>1. Weather</td>
<td>Temperature (°C / °F)</td>
</tr>
<tr>
<td>2. Workers</td>
<td>Number of worker</td>
</tr>
</tbody>
</table>
Working training - general

https://www.ilo.org/safework/info/publications/WCMS_383797
Safety Rules to Remember

1. Keep the workspace tidy and organized.
2. Define access-restricted perimeter clearly.
3. Wear personal protective equipment (PPE).
4. Only do the work you have been trained to do.
5. Work in well-illuminated areas.
6. Consult technical drawings before starting work.
7. Secure roof perimeter.
8. Be alert and mindful.
9. Clearly label and securely route cables.
10. Check tool and weather conditions before starting work.
11. Know your limits and request for help when needed.
12. Immediately inform if you see an issue.
১. কর্মক্ষেত্র পরিপাক্তি এবং সংগঠিত রাখুন।
২. প্রবেশ-সীমাবদ্ধ পরিধি স্পষ্টভাবে সংজ্ঞায়িত করুন।
৩. ব্যক্তিগত সূরক্ষামূলক সরঞ্জাম (PPE) পরুন।
৪. শুধুমাত্র সেই কাজটি করুন যা করার জন্য আপনাকে প্রশিক্ষিত করা হয়েছে।
৫. ভাল-আলোকিত এলাকায় কাজ করুন।
৬. কাজ শুরু করার আগে প্রযুক্তিগত অঙ্কন সম্পর্কে জানুন।
৭. ছাদ নিরাপদ ভাবে ঘেরা থাকতে হবে।
৮. সতর্ক এবং মনোযোগী হন।
৯. স্পষ্টভাবে লেবেল লাগান এবং নিরাপদে তারের স্থান নির্বাচন করুন।
১০. কাজ শুরু করার আগে প্রয়োজনীয় যন্ত্রপাতি এবং আবহাওয়ার অবস্থা পরীক্ষা করুন।
১১. কোনো সমস্যা দেখলে অবিলম্বে জানান।
১২. আপনার সীমাবদ্ধতা জানুন এবং প্রয়োজনে সাহায্য নিন।
Troubleshooting and Feedback

1. Daily report to be uploaded?
2. Incident on site?
3. See something suspicious?
4. Feel that something is missing?
5. This document needs changes?

Let us know!

Scan QR - code or email:
solar@solshare.com
Other resources:


Labour Act (2006) - Chapter 6 (Safety)

Bangladesh National Building Code Vol. 3, Part 7, Ch 1 - 4 PDF pp.1817

ILO Code of practice Safety and health in construction (Revised edition) (Nov 2022)

ILO C167 - Safety and Health in Construction Convention, 1988 (No. 167)
