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Approval process

审批过程

	Name 姓名	Title 职务	Signature 签名	Date 日期
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Approved by 批准人		Campus Safety Committee;		

Reversion records

版本历史记录

Rev. No. 版本号	Publication date 出版日期	Rev. reason/ content modified 再版原因/更改内容
01	2020-06-01	New file 新建文件

Relevant departments (select relevant departments with a “√”)

相关部门 (用√勾选相关部门)

Construction Dept. 校园建设部	√	Operation Dept. 校园运营部	√	H.R. Dept. 人力资源部	√
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Relevant documents 相关文件

No 无

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1. Purpose 目的

In order to prevent, control and eliminate possible safety and occupational disease hazards from construction projects, according to the relevant provisions of laws and regulations such as the “Law of the People’s Republic of China on Occupational Disease Prevention and Control” and “Classification Management Methods of Safety and Security and Occupational Disease Hazards of Construction Projects”, the This procedure is specially formulated for the actual situation.

为了预防、控制和消除建设项目可能产生的安全及职业病危害，根据《中华人民共和国职业病防治法》和《建设项目安全及安全及职业病危害分类管理办法》等法律、法规的相关规定，结合本学校实际情况特制定本程序。

2. Scope 范围

The provisions of this document apply to relevant project management in GTIIT.

本文件规定适用于广东以色列理工学院内各项目。

3. Responsibility 职责

Campus Cconstruction Department 校园建设部:

- Ensure to provide three simultaneous declaration fees for occupational health of construction projects
确保提供建设项目职业健康三同时申报费用
- Ensure that the factory effectively implements the three simultaneous occupational health of construction projects
确保工厂对建设项目职业健康三同时的有效落实
- Responsible for the effective implementation of the three simultaneous work of occupational health of construction projects in the plant
负责厂内建设项目职业健康三同时工作的有效实施

Campus EHS office 校园安全办公室:

- Monitor the effective implementation of this system
监督本制度的有效落实

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- Assist in the construction of the occupational health project in the factory, the simultaneous construction of three projects and the declaration of safety and occupational hazards projects
协助厂内建设项目职业健康项目三同时建设和安全及职业病危害项目申报工作

4. Terminology 术语

EHS: Environment, Health, Safety

EHS: 环境、健康卫生、安全

CCD: Campus Construction Department

校园建设部

Construction projects: New construction, expansion, reconstruction construction projects and technological transformation and technology introduction projects that may cause safety and occupational disease hazards.

建设项目：可能产生安全及职业病危害的新建、扩建、改建建设项目和技术改造、技术引进项目。

The "three simultaneous" review work of occupational health of construction projects includes: safety and occupational disease hazards pre-assessment, filing or review, occupational disease protection facility design review, occupational disease protection facility completion acceptance or filing.

建设项目职业卫生“三同时”审查工作包括：安全及职业病危害预评价、备案或审核、职业病防护设施设计审查、职业病防护设施竣工验收或备案。

Construction project "three simultaneous items": construction project safety and occupational disease protection facilities must be designed, constructed, put into use at the same time as the main project (hereinafter referred to as "three simultaneous" for occupational health).

建设项目“三同时”：建设项目安全及职业病防护设施必须与主体工程同时设计、同时施工、同时投入生产和使用（以下简称职业卫生“三同时”）。

5. General Requirement 一般要求

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If the school's new construction, reconstruction, expansion construction projects and technical transformation, technology introduction and other projects may produce safety and occupational disease hazards, EHS and CCD departments will entrust occupational health and technical services agencies to do pre-assessment of project safety and occupational disease hazards during the feasibility demonstration stage Submit to the emergency management and health administration departments to review the safety and occupational hazards pre-assessment report.

学校新建、改建、扩建建设项目和技术改造、技术引进等项目可能产生安全及职业病危害的，EHS及CCD部门将在可行性论证阶段委托职业卫生技术服务机构做项目安全及职业病危害预评价，并提交应急管理、卫生行政部门对安全及职业病危害预评价报告进行审核。

The expenses for safety and occupational disease prevention facilities of construction projects shall be included in the construction project budget, and shall be designed and constructed simultaneously with the main project, and put into production and use at the same time.

建设项目的安全及职业病防护设施所需费用应当纳入建设项目工程预算，并与主体工程同时设计，同时施工，同时投入生产和使用。

The feasibility study report of the construction project submitted by the design unit shall include the content of safety and occupational hygiene design, and the preliminary design shall include the content of safety and occupational disease protection facility design.

设计单位提交的建设项目可研报告应有安全和职业卫生设计专篇的内容，初步设计中应有安全和职业病防护设施设计专篇的内容。

For construction projects that may cause serious safety and occupational disease hazards, the design unit shall prepare a special article on the design of occupational disease protection facilities in the preliminary design according to the requirements of the construction project safety and occupational disease hazard pre-assessment report. The health and sanitation management department shall separately submit special articles on the design of safety protection and occupational disease protection facilities for hygiene review.

可能产生严重安全及职业病危害的建设项目，设计单位应按照建设项目安全及职业病危害预评价报告书的要求在初步设计中编制职业病防护设施设计专篇，EHS应协助CCD部门将向应急管理部门和健康卫生管理部门分别提交安全防护和职业病防护设施设计专篇进行卫生审查，经审查同意后方可施工。

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The design unit shall strictly follow the requirements of the special articles on occupational disease protection facilities approved by the emergency management department and the review and approval, and implement various occupational disease protection measures in the design drawings. reliable.

设计单位要严格按照经应急管理部门审批的职业病防护设施设计专篇和审查批复的要求，在设计图纸中落实各项职业病防护措施，项目建设单位要严格按照设计图纸进行施工，确保职业病防护设施质量可靠。

Before the construction project is completed and accepted, the CCD department will entrust a qualified evaluation unit to evaluate the safety and occupational disease hazard control effect of the construction project within 12 months, and apply to the emergency management department for the completion and acceptance of the construction project as occupational disease protection facilities as required.

For occupational health protection facilities that do not meet the occupational health standards and occupational disease protection requirements, the project department (or campus construction department CCD) must rectify until they meet the regulations, otherwise they may not be put into use.

建设项目在竣工验收前，校园建设部将委托具有资质的评价单位在12个月内对建设项目进行安全及职业病危害控制效果评价，并按规定向应急管理部门申请建设项目当职业病防护设施竣工验收。

对不符合职业卫生标准和职业病防护要求的职业卫生防护设施，项目部(或校园建设部)必须整改直至符合规定，否则不得投入使用。

Construction project safety and occupational hazards pre-assessment, safety, and occupational hazards control effect assessment. CCD departments should assign one occupational health technical service agencies that have obtained qualification certification from the emergency management department of the people's government at or above the provincial level.

建设项目安全及职业病危害预评价、安全及职业病危害控制效果评价，校园建设部应委托取得省级以上人民政府应急管理部门资质认证的职业卫生技术服务机构进行。

The CCD department submits the corresponding application materials in the project safety and occupational hazards pre-assessment review, protective facility design special review, and

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completion acceptance in accordance with the "Provisions for Occupational Health Examination of Construction Projects" and the requirements of the emergency management department.

校园建设部按照《建设项目职业卫生审查规定》和应急管理部的要求在项目安全及职业病危害预评价审核、防护设施设计专篇审查、竣工验收中提交相应的申请材料。

校园建设部应组织相关部门参加建设项目职业卫生“三同时”的评审，并建立相应的“三同时”审批档案。

The originals of construction project safety and occupational hazards pre-assessment, protection facility review, control effect evaluation, protection facility completion acceptance report, approval document or letter are handed over to the design unit and project department by the CCD, and the relevant handover procedures are completed.

建设项目安全及职业病危害预评价、防护设施审查、控制效果评价、防护设施竣工验收报告书、批复文件或函等原件由校园建设部移交给设计单位和项目部，并做好相关交接手续。

6.0 Annex 附件

None 无