

Terms of Reference (ToR) for OHS Supervisor

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| Position Title | Occupational Health and Safety (OHS) Supervisor |
| Reports to | Project OHS Manager & Construction Manager (Site-specific tasks) |
| Duty Station / Location | Project Construction site (e.g. tunnels, access roads, powerhouse, dam etc.) |
| Purpose of the Role: | |
| The OHS Supervisor is responsible for ensuring the day-to-day implementation and monitoring of occupational health and safety standards and practices at the construction site, in accordance with the Project's OHS Management Plan, statutory regulations, and employer's safety policies. | |

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| Key Roles & Responsibilities | |
| <ol style="list-style-type: none"> 1) Ensure strict compliance with OHSMP, and applicable national and lender (e.g. World Bank) safety requirements. 2) Conduct daily safety inspections of work areas, plant, equipment, and personnel and discuss safety concerns with workers. 3) Monitor use and availability of required PPE by all project personnel, Contract workers, Contractors & their Subcontractors. 4) Lead and document daily toolbox talks and safety briefings. 5) Participate in Job Hazard Analysis (JHA), HIRA reviews, and task risk assessments. 6) Supervise implementation of safe work methods, permit to work systems, and lock-out/tag-out procedures. 8) Ensure that all the workers and new workers joining the site receives OHS Induction training prior to beginning the work. 9) Report and investigate all safety incidents, near misses, unsafe acts, or conditions. 10) Coordinate with site engineers and Contractors to ensure safe execution of activities. 11) Maintain site safety documentation. 12) Assist in emergency drills and coordinate emergency preparedness planning. 13) Support and coach workers on safety behavior and proactive hazard identification. 14) Stop any unsafe work immediately and escalate critical issues to the OHS Manager. | |

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| Functional Dimensions & Contextual Information | |
| Staffs | Colleague Staff |
| Internal / External Roles | <ol style="list-style-type: none"> 1) Ability to establish and maintain professional and effective working relationships with Project personnel, supervisors, peers, other departments, and external entities each of which required cooperative efforts on both sides. 2) Demonstrate sensitivity to, and respect for a diversity within and outside the project organization. |
| Minimum Qualifications | <ol style="list-style-type: none"> 1) Preferably a person qualified (Diploma/Degree/Certified) in Safety Management; or related field preferred; or equivalent of minimum of 3–5 years of experience in construction site safety supervision. 2) Trained and certified by a competent authority in occupational health, safety field. 3) Familiar with Country's OHS regulations, and Good International Industry Practices (e.g. OSHA). |
| Skills & Competencies | <ol style="list-style-type: none"> 1) Should possess sound knowledge of construction hazards and control measures. 2) Ability to communicate effectively, both verbally and in written form. 3) Proactive and ability to work independently with multitude of tasks. 4) Ability of carry out assigned tasks to their completion with minimal supervision. 5) Familiar with MS Office and documentation skills. |

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| Key Performance Indicators |
| 1) Ability to monitor and implement site safety with 100% compliance with the OHSMP. |
| 2) Compliance with all relevant statutory and contractual requirements of the contractors with <5 improvement notices and zero stop work orders. |
| 3) According to TAS and EAS Targets set at the beginning of the year. |

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| Physical Demands & Work Environment |
| 1) Walking long distances across uneven, rocky, or muddy terrain (e.g., dam sites, access roads, tunnels, riverbanks). |
| 2) Climbing and descending steep access roads, slopes, scaffolding, and ladders to reach inspection points. |
| 3) Long hours spent on foot monitoring multiple work zones (intake, powerhouse, switchyards, access roads). |
| 4) Standing during toolbox talks, safety briefings, and observation of work methods. |
| 5) Working in extreme weather conditions (cold, rain, heat, high-altitude environments) |
| 6) Exposure to dust, fumes, and vibrations, especially near drilling, blasting, or concrete batching plants. |
| 7) Physically fit to respond quickly to accidents and emergencies (e.g., accessing confined spaces, transporting injured workers). |
| 8) Ability to remain calm and act decisively under high-stress or dangerous conditions. |
| 9) Entering confined spaces (e.g., penstocks, tunnels) or climbing to elevated platforms, work at heights and scaffolds for safety checks. |
| 10) Crawling, bending, or reaching during inspections. |
| 11) Extended hours working during peak construction activities, night shifts etc. |
| 12) Need to maintain alertness and attention to detail throughout the shift. |