EXCELLENCE IN ACTION
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CONSOLIDATING IMPORTANT SAFETY INFORMATION SAVES STAFF TIME

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THE CHALLENGE
Simon Fraser University’s Burnaby Campus has been abuzz with activity recently as it undergoes one of the biggest construction periods since its foundation. From renovations to new building constructions, there’s been no shortage of work for the Campus Planning & Development (CP&D) team tasked with managing and overseeing these projects on behalf of the University. With so much going on, CP&D Project Manager Gloria Kwong says the team has had to learn to share its resources more effectively particularly when it comes to important documents relating to safety.

“Typically, teams involved in construction project management have a system and structure in place to centralize and store resources. For us, that’s historically been the network drive.” Gloria says that while resources were available on the drive, information was often scattered around in different folders resulting in staff needing to spend time searching repeatedly for pertinent information.

THE OBJECTIVE
To save time and effort by consolidating important construction safety resources into one centralized easy-to-access location.

THE APPROACH
Last summer, Gloria worked with a Major Projects co-op student to engage stakeholders in identifying what a resources website for the Major Projects team would look like and what contents it would hold. Once a basic structure was agreed upon, the team created a number of resource pages on the departmental SharePoint site and developed a variety of content relating to Major Projects work around the campus. One of those pages became the Construction Safety Resources page.

Broken down by construction safety categories including items like asbestos, mould, and silica management, the platform provides users with environmental health and safety information, relevant departmental procedures, and WorkSafeBC documentation. The platform also provides users with the ability to share information such as training, lectures, or presentations they have attended.

THE RESULT
Launched late last year, the Construction Safety Resources page simplifies the process of searching for and retrieving important safety information, saving team members, on average, over 60 minutes a month. “Because safety is such a big part of construction, having one centralized location to capture departmental knowledge, experience and lessons learned has proven to be very valuable for the team” says Gloria.