

**04 December 2020**

# Report

Outline Construction Management Plan (rev 5)

## **St Kevin's Strategic Housing Development at the former St. Kevin's Hospital and Grounds, Shanakiel, Cork**

Land Development Agency

securing right **outcomes**



LOCATION	BLOCKS	LEVELS	DISP.	REPORT NO.   REV
SHANAKIEL CORK	ALL	ALL	H&S CONSULTANT	OUTLINE CMP- DCON-RPT-001-05

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Land Development Agency  
St Kevin's Strategic Housing Development at the former St. Kevin's Hospital and  
Grounds, Shanakiel, Cork

Rev	Originator	Approved	Date
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3	Diarmuid Condon	Diarmuid Condon	27 November 2020
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## **1 Executive summary**

The following Outline Construction Management Plan document has been produced as part of the overall planning application for the former St. Kevin's Hospital Residential Development. This Plan seeks to demonstrate how works can be delivered in a logistic, sensible and safe sequence. This methodology will be required to be interrogated and developed upon by the contractor prior to commencing works on site.

The development team's indicative construction programme summarises the scale of construction activities that are necessary to undertake a development of this size coupled with the logistical implications of the works and their effect on the adjacent local communities. In line with the overall development strategic programme, and prior to enabling or main build works, the contractor will be required to develop a detailed programme for each special work element | works package. Chief among the challenges of the development is the introduction of construction activities significant in scale and volume that are or will be bordered by residential properties, recreational sports amenities, existing wayleaves and public roadway interface.

A construction development of this scale has been planned to be as least disruptive as possible. The project team are seeking to endeavour to protect the right of all affected stakeholders in continuing their daily lives with limited or undue interruption (as far as reasonably practicable) that maybe caused by noise or dust or to be inconvenienced by the construction operations and traffic movements. The project team's similar like previous project experience offers a high degree of confidence in prioritising disruption minimisation.

The Outline Construction Management Plan outlines a strategy for servicing the construction works with personnel and materials, accommodation and welfare facilities, removal of waste, vertical transportation of materials and personnel, security considerations and programme and logistics challenges for the Scheme whilst being mindful of the constraints within and around the development's environs. This document presents:

- a construction programme sequence supported by projected construction methodologies | techniques that will be adopted by the contractor during the construction of various blocks that make up the Scheme Development;
- a summary of foreseeable potential impacts by construction works and alleviation factors; and
- a structure | proforma boilerplate for the contractor's Construction Management Plan for works commencing on site.

As the ultimate controlling mind for the works, Land Development Agency through their Designated Community Liaison Officer (DCLO) and PSDP will take the lead in ensuring that there are suitable and sufficient systems in place that promote good health and safety coordination and communication between all project stakeholders and the appointed contractor(s).

### **1.1 Development description**

The Land Development Agency intend to apply to An Bord Pleanála (the Board) for permission for a Strategic Housing Development with a total application site area of c. 5.7 ha, on lands located at the Former St. Kevin's Hospital and Grounds, Shanakiel, Cork (A Protected Structure, 'Our Lady's Hospital' RPS Ref. PS620). The development, with a total gross floor area of c 24,344 sq m, will provide 266 no. residential units, a crèche and office enterprise centre. The development will consist of 46 no. town houses (32 no. 3 bedroom units and 14 no. 4 bedroom units) arranged in 11 no. two storey blocks; 54 no. ground floor 2 bedroom

duplex apartments and 36 no. 3 bedroom and 18 no. 4 bedroom duplex townhouses above arranged in 7 no. three storey blocks and 52 no. walk-up apartments (11 no. 1 bedroom apartments and 41 no. 2 bedroom apartments) arranged in 3 no. four storey blocks. The development will also include the stabilisation, conversion, renovation and internal reordering (including new structural frame and floors) of the former St. Kevin's Hospital building to provide 60 no. apartments (26 no. 1 bedroom and 34 no. 2 bedroom apartments) a 440 sq m crèche at ground floor level, with ancillary outdoor play area and the conversion of the 630 sq m former chapel building to provide a new Office Enterprise Centre. The proposed development will include 241 no. surface car parking spaces and 563 no. bicycle parking spaces.

The development will also consist of the demolition of 2,901 sq m of former hospital buildings and associated outbuildings (including the demolition of the 1,129 sq m former two storey St. Dymphna's Hospital block; 672 sqm of the rear toilet blocks and contemporary stair cores to the side and rear of the St. Kevin's Hospital building; the 220 sq m two storey former Doctors House; the 50 sq m one storey hospital mortuary building; 480 sq m of shed buildings to the rear of the Chapel; the 151 m retaining wall to the immediate south of the St. Kevin's Hospital building and the partial demolition of the existing 350 sq m link corridor structure, to be replaced with an integrated landscaped amenity area in the footprint of the original structure.) 2 no. new 228 sq m extensions with bridge access are to be provided to the rear of the St. Kevin's Hospital Building and 2 no. 31 sq m new glazed porch extensions to the south.

The development will also include the provision of a play area to the immediate east of St. Kevin's Hospital; private, communal and public open space (including all balconies and terraces at all levels); internal roads and pathways; pedestrian access points; hard and soft landscaping; boundary treatments including the repair of some existing boundary walls; the provision of new surface water and foul drainage pipes and any associated pipe diversion works; new retaining walls; a new internal access road; changes in level; services provision and related pipework; electric vehicle charging points; attenuation tanks; SUDS; signage; the upgrading of the existing access from Beechtree Avenue; public lighting and all site development and excavation works above and below ground.

Please also refer to Appendix A for the indicative phasing plan.

### **1.1.1 Historical site information**

The St. Kevin's complex is located on a series of terraces constructed on the south-facing slope of the Lower Lee valley above the Cork City Waterworks and the Lee Road on the western outskirts of Cork City. The site is located c.2km to the west of the historic core of Cork. The St. Kevin's building itself comprises a large red bricked, four-storey over basement building, designed by William Henry Hill and constructed c.1893. The building formed an annexe to the wider Cork District Lunatic Asylum complex which included the larger and pre-existing Eglinton Asylum. Prior to development the of St. Kevin's complex, the subject lands were occupied by 'Carrigmore House' and demesne. As well as the early 19<sup>th</sup> century 'Carrigmore House', the demesne also contained gate lodges, a summer house, access avenues and formal gardens. The main house itself was located where the former Catholic church, constructed to the west of St. Kevin's, now stand.

## **1.2 Project setting**

The design considers working within the planning constraints and developing a strong vision for the development of Cork's newest mixed-use residential project. The site masterplan provides a viable and simple strategy for the alignment of new roads, reuse of the St. Kevin's Hospital Chapel as an Enterprise Centre, the integration of new blocks with its neighbours with

pedestrian | travel connectivity having been secured as part of the project design. The following strategic setting issues have been recognised within the design solution :

- Location – this site is located approximately 2.5km west of Cork city centre north of the River Lee and Lee Road and across from the Kingsley Hotel and Cork County Hall on Carrigrohane Road. The property's main entrance is to the northern end of the site from Shanakiel Road which is easily accessible from the city via Sundays Well Road or the Western Road Bridge;



- Adjoining owners – this site is close to University College Cork, Fitzgerald's Park and The Mardyke Arena & Leisure Centre. Shanakiel is known as a historic area of Cork city with an ascending topography spanning northwards of the River Lee providing panoramic views of the city and surrounding areas. Atkins Hall is to the west, a former hospital and is now in part converted to apartments together with the more recent purpose-built apartment complexes of River Towers and Lee Vista.

The area to the north is dominated by Carrigmore Hospital surrounded by St. Anne's Pitch & Putt Club. Lands further north and to the east and west are primarily in residential use (Ashboro Estate, Rose Hill Upper, Lee Road and Shanakiel Road). The proximity of the residential properties presents a consideration constraint, which will require attention and management at all times by the contractor;

- Site specific constraints – the development site has specific constraints relating to existing fire damaged structures, landscape preservation zone , Irish Water wayleave, protected structures, steeply sloping site sections, potential tree protection site levels, invasive species, historical anti-social behaviour, asbestos containing materials, lead coating presence, other biohazard risks, potential live services nearby etc.; and
- Local surrounding infrastructure – local infrastructure surrounds will be fully operational during the construction period with an absolute priority to maintain safe roadway use for pedestrians and vehicles.

## 2 Introduction

### 2.1 Glossary of terms

Term	Definition
OCMP	Outline Construction Management Plan
CEMP	Construction Environmental Management Plan
C&DWMP	Construction Demolition & Waste Management Plan
CCC	Cork City Council
DCLO	Designated Community Liaison Officer
CLO	Community Liaison Officer (Contractor Appointee)
CLP	Community Liaison Plan

### 2.2 Definitions

- "*Construction Management Plan*" is the overall planning, coordination, and control document for the Scheme Development from construction commencement to completion. The Construction Management Plan prepared by the contractor will meet the requirements placed upon Land Development Agency to seek to produce a safe, functionally, and financially viable project;
- "*Project*" refers to the design and construction of block properties that will be constructed as part of the Scheme Development. The St. Kevin's Residential Scheme Development is a critically important commercial undertaking, involving considerable expense and significant socio-economic impact;
- "*Site*" means the lands and other places works are to be executed or places provided by Land Development Agency for the purposes of the contract; and
- "*Works area*" relates to specific pieces of ground planned for a specific construction activity. The St. Kevin's Residential Scheme Development works area is defined by a red boundary line. Within this site area, the contractor is responsible for the safe delivery of works and site security.

### 2.3 Waiver

Whilst DCON Safety Consultants Ltd took great care in verifying the content of this document, it does not assume any legal liability for its accuracy or completeness. The information is supplied for information only and under no circumstance can DCON Safety Consultants or The Land Development Agency be held liable for any cost arising from inaccuracies or omissions about the content of this document. DCON Safety Consultants is not responsible for any errors or omissions, or for the results obtained from the use of this information by contractors.

### **3 Aim and objective of Outline Construction Management Plan (OCMP)**

#### **3.1 Aim**

- The OCMP has been prepared for Planning Application submission;
- The OCMP Plan has been prepared to seek to impart the over-arching vision of the Land Development Agency that works can be delivered safely and without risk. As Client, the Land Development Agency seek to ensure that all works are planned & managed in a safe organised manner, undertaken, and coordinated by a competent contractor(s) while obtaining the necessary confidences of all project stakeholders. The Land Development Agency are wholly committed to establishing and supporting all necessary aims and objectives to meet this vision; and
- The Land Development Agency are dedicated to observing a high level of health, safety, & environmental standard and good practice compliance throughout the construction stage of the development. This dedication is shared amongst all project partners and is a prerequisite outcome for the contractor.

#### **3.2 Objective**

- The OCMP will be provided to each tendering contractor detailing the specific requirements of their Construction Management Plan. The OCMP sets out the quantum of minimum information needed for the contractor's Construction Management Plan;
- The underlying objective of the OCMP is to inform the contractor of obligatory minimum standards of behaviours demanded to ensure that compliance with Planning Conditions and Environmental Regulations are met. Supplementary sub-objectives include but not limited to:
  - A safe workplace is established, regularly assessed for adequacy, and maintained for all persons directed associated with or affected by works. Instilling positive & proactive attitudes, managing risk, and requiring courteous and respectful behaviour of every organisation working on the St. Kevin's Residential Scheme Development is a required norm;
  - Limit where possible disruption to nearby recreational sports amenities, surrounding roadway infrastructure, utility provider services, members of the public etc.;
  - Limit where possible disruption to neighbouring Ashboro Estate, Rose Hill Upper, Lee Road and Shanakiel Road residential property owners with measures to alleviate impacts required to secure constant access to all properties in the area;
  - Work practices are tailored to suit necessary arrangements to safeguard access means to neighbouring properties;
  - Construction activities are planned and executed to maximise the effectiveness, efficiency, sustainability & value-for-money of such works as they progress without impeding where possible live utility services, roadways etc.; and
  - The Land Development Agency baseline health and safety requirements are clearly defined and shared with the contractor when preparing their Construction Management Plan and in detailing the safe delivery of their works.

## 4 Project particulars

### 4.1 Client appointment requirements

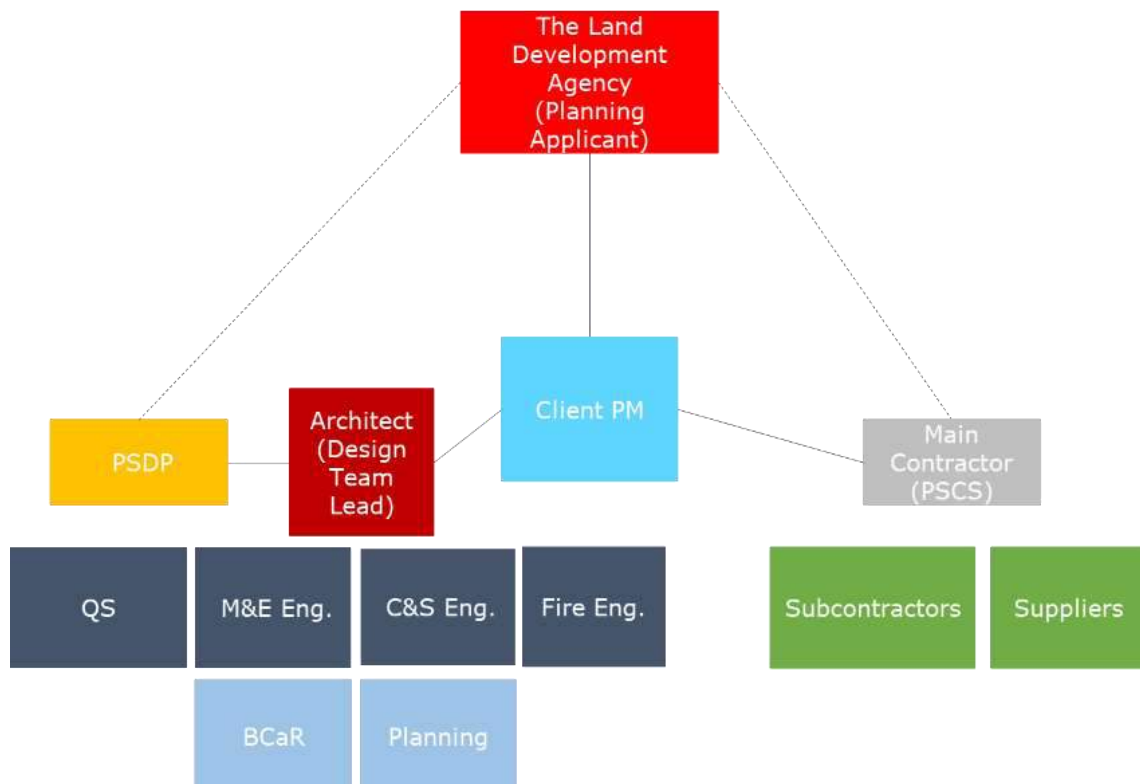
The Client is required under Section 17(1) of the Safety, Health and Welfare at Work Act, 2005 to appoint competent person or persons for the purpose of ensuring so far as is reasonably practicable, that the project –

- Is designed and is capable of being constructed to be safe and without risk to health;
- Is constructed to be safe and without risk to health;
- Can be maintained safely and without risk to health during subsequent use; and
- Complies in all respects, as appropriate, with the relevant statutory provisions. The appointments under section 17 of the 2005 Act will generally mirror the requirement to appoint a competent PSCS and the duties in section 17(1) are in addition to the duties in the Construction Regulations 2013.

The contractor will be appointed as Main Contractor and Project Supervisor for the Construction Stage (PSCS) and will be given possession of the site.

## 5 Project parties

The organogram below sets out the respective parties' roles on the St. Kevin's Hospital Residential Scheme Development:





## **6 Development health & safety requirements**

### **6.1 Client strategic health & safety drivers**

The Land Development Agency have a controlling influence on how the overall programme of works will be managed which brings with it certain responsibilities with respect to health and safety. Where a contractor has been given possession of a works or block area, this area will form their respective site. The Land Development Agency will seek assurance and evidence to ensure each parties' compliance with regard to planning conditions | health & safety regulation and current good practice standards | statutory instruments will be in place for the works.

The Land Development Agency will seek to ensure that there is good communication and coordination between those operating alongside, adjacent or in other areas of the works through the contractor's Community Liaison Plan and oversight | management by the Community Liaison Officer (contractor appointee). The Land Development Agency in planning, procuring and implementing the safe delivery of the St. Kevin's Hospital Scheme Development recognise the complexity and scale of the development and the inputs necessary to deliver it. Equally it understands the necessity of:

- Continued support from project stakeholders including but not limited to local residents, neighbouring other property owners, CCC, NTA, etc.;
- Committed support from the contractor and their supply chain to comply with their commitments within this OCMP to seek to achieve a 0.00 Accident Frequency Rate on the project;
- Clear definition and allocation | delegation of roles and responsibilities to the parties best able to manage the task;
- Effective explanation of environmental strategies for the safe planning and execution of works. Regular coordination meetings with but not limited to local residents, business owners and CCC (if required) will be carried out in compliance with the Community Liaison Plan (refer also to Section 9.8);
- Procurement and management of a contractor competent to progress & complete the works on behalf of the Land Development Agency willing to proactively engage in a collaborative manner to advance the project to the benefit of every stakeholder.

### **6.2 Contractor requirement: considerate contractor behaviours**

It is a condition of working on the St. Kevin's Hospital Residential Scheme Development that the contractor develops their delivery methodology around the following headings:

#### **6.2.1 Care about appearance**

- Constructors must ensure sites appear professional and well managed;
- Ensuring that the external appearance of sites enhances the image of the industry;
- Being organised, clean and tidy;
- Enhancing the appearance of facilities, stored materials, vehicles and plant; and
- Raising the image of the workforce by their appearance.

#### **6.2.2 Respect the community**

- Constructors must have regard to the principles and requirements set out in the Community Liaison Plan (Section 9.8) for ensuring the timely and effective communications with all affected parties, with provision of accurate, relevant and regular information of works proposed and being undertaken;

- Informing, respecting and showing courtesy to those affected by the work;
- Minimising the impact of deliveries, parking and work on the public highway;
- Contributing to and supporting the local community and economy; and
- Working to create a positive and enduring impression and promoting the Considerate Contractors Scheme Code.

### 6.2.3 Protect the environment

- Constructors must protect and enhance the environment;
- Identifying, managing and promoting environmental issues;
- Seeking sustainable solutions, and minimising waste, the carbon footprint and resources;
- Minimising the impact of vibration, and air, light and noise pollution; and
- Protecting the ecology, the landscape, wildlife, vegetation, water courses and nearby River Lee.

### 6.2.4 Secure everyone's safety

- Adhere to prescribed CIF | HSE Guidelines in regard to the Corvid 19 outbreak;
- Constructors must attain the highest levels of safety performance to ensure a 0.00 Accident and Incident Frequency Rate;
- Having systems that care for the safety of the public, visitors and the workforce;
- Minimising security risks to neighbours;
- Having initiatives for continuous safety improvement; and
- Embedding attitudes and behaviours that enhance safety performance.

### 6.2.5 Value their workforce

- Constructors must provide a supportive and caring working environment;
- Providing a workplace where everyone is respected, treated fairly, encouraged and supported;
- Identifying personal development needs and promoting training;
- Caring for the health and wellbeing of the workforce; and
- Providing and maintaining high standards of welfare

## 6.3 Particular risks

Particular Risks	Yes	No
Burial under earth falls	✓	
Engulfment in swampland		✓
Falling from a height	✓	
Work which puts persons at risk from chemical or biological substances constituting a particular danger to the safety and health of such persons or involving a legal requirement for health monitoring	✓	
▪ <b>Covid 19 (refer to Appendix B for CIF guidance)</b>		

<p>▪ <b>Asbestos containing material</b>   asbestos containing dust - ACM   ACD is noted within proposed work areas. Areas will be communicated to all before work is commissioned and starts</p> <p>Within the main buildings there is a high probability (strongly presumed) airborne friable asbestos fibres are present.</p> <p>To control this hazard, access to buildings where ACM has been identified and confirmed should be restricted and will only be granted to persons who have completed a ½ day Asbestos Awareness course delivered by a competent training provider. The course includes the training in RPE   Respirator use which must be worn at all times in the main factory building.</p> <p>All access doors to buildings where ACM is present should be maintained locked. It is also suspected there may be a potential for structural issues at some locations, particularly within the older buildings. It is also noted the magnitude of airborne friable asbestos fibres present at any specific time, will be dependent upon the environmental (specifically weather) conditions. Due to these considerations, and in order to negate the aggregate risk, it is assessed during the initial stage of the works, only suitably trained and experienced ACM   ACD Remediation Contractors will be permitted to access the areas of concern.</p> <p>▪ <b>Lead</b> - Abrasion of lead giving rise to lead dust in air, e.g. dry discing, grinding, cutting by power tools during blast removal and or burning of old lead paint.</p> <p>All surfaces that contain lead paint must be treated to remove the lead paint. To remove the paint a specialist subcontractor will be engaged to carry out blasting services. Following the paint being removed the steel will be prepped and paint with primer in line with finish schedule. An independent paint inspector will be engaged to oversee works and provide client with clearance reports when project is complete. Key annotations include but not limited to:</p> <ul style="list-style-type: none"> <li>▪ Health surveillance is used to prevent occupationally related disease in workers;</li> <li>▪ All risks to lead workers must be considered in a written risk assessment before work starts. It must include arrangements to deal with accidents incidents and emergencies such as an uncontrolled release of lead dust or fume etc.</li> <li>▪ Avoid allowing lead dust becoming airborne for example by using tools with suitable extraction. Employees must report any damaged equipment to their employer.</li> <li>▪ The work area must be kept clean and ensure lead waste is removed at the end of the day.</li> <li>▪ Make sure neighbouring workers are not contaminated by any work with lead.</li> </ul>		
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<ul style="list-style-type: none"> <li>▪ Eating and drinking should only be carried out in designated areas that are free from lead contamination.</li> <li>▪ Always have a good standard of personal hygiene - employees must wash their hands and face and scrub their nails before eating, drinking or smoking and always wash before going home.</li> <li>▪ Never bring home lead contaminated clothes or equipment as it could contaminate the car, the home or family members with lead.</li> <li>▪ Employees must always keep their medical appointments with the occupational doctor and report any ill health issues. The type of PPE used must be based on the written risk assessment but will generally include suitable respiratory protective equipment (RPE), barrier cream, gloves, eye protection, safety footwear and disposable overalls. The worker must be properly trained in the use maintenance and storage of PPE</li> </ul>		
<p>Work with ionising radiation requiring the designation of controlled or supervised areas as defined in Article 20 of Directive 80/836/Euratom – Presence of phone masts on main building roof</p> <ul style="list-style-type: none"> <li>▪ Non-ionising radiation (NIR) is the term used to describe the part of the electromagnetic spectrum covering two main regions, namely optical radiation (ultraviolet (UV), visible and infrared) and electromagnetic fields (EMFs) (power frequencies, microwaves and radio frequencies)</li> <li>▪ At typical telecommunication frequencies, absorption of RF energy leads to heating of body tissue or may lead to unearthed conducting bodies becoming charged. The heating effect is most pronounced, and most hazardous, when the wavelength tends to correspond with the physical dimensions of body structures. Touching large, unearthed conducting structures exposed to EMFs may lead to RF shocks or burns.</li> <li>▪ On telecommunication masts, the sources of the EMF hazard are transmitting antennae; there is no EMF hazard at receivers. However, a wide variety of antenna types exist so it is difficult to determine whether an antenna is a transmitter or a receiver or both and whether it is transmitting at any particular time.</li> <li>▪ Levels of absorption of RF energy are dependent on the transmission frequency and the field strength. Field strength is dependent on distance from the source</li> </ul>		✓
<p>Work near high voltage power lines</p> <ul style="list-style-type: none"> <li>▪ There are medium - high voltage cables located near to the site. All work in the vicinity of the overhead power lines will be in accordance with the HSA/ESB Code of Practice for Avoiding Danger from overhead and under-ground lines. All craning and similar high-reach plant used onsite will be planned in advance and operated in accordance with Part 8 of the Code of Practice for Avoiding Danger from Overhead Electricity Lines. Equipment will be orientated so any failure will be directed away from the hazard zone (e.g. crane set up, so boom is orientated facing away from the hazard zone).</li> </ul> <p>Any work with the potential to encroach on the exclusion zone, be it advertent (e.g. crane operator slews boom too far) or inadvertent (e.g. excavator operator suffers heart attack and slumps over the controls), will</p>	✓	

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only be conducted with prior consultation with the utility owner (ESB Networks).		
Work exposing persons at work to the risk of drowning (water in excavations)	✓	
Work on wells, underground earthwork and tunnels		✓
Work carried out by divers at work having a system of air supply		✓
Work carried out in a caisson with a compressed air atmosphere		✓
Work involving the use of explosives		✓
Work involving the assembly or dismantling of heavy prefabricated components (structural members   infill walls   floors   stairs   glazing units   flues   water tanks   stacks   plant & equipment etc.)	✓	
<p>Any other work, which may involve 'Particular' risk e.g.</p> <ul style="list-style-type: none"> <li>▪ Covid 19 – biohazard outbreak (refer to Appendix B for current CIF Outline guidance);</li> <li>▪ Adjacency of site to public amenities;</li> <li>▪ Limited line of sight for construction vehicle movements accessing   exiting site via Shanakiel Road;</li> <li>▪ Potential structural hazards   structural concerns of existing fire damaged structures. A structural assessment has been conducted within the St. Kevin's Hospital Building;</li> <li>▪ Necessity to retain the building facades with conservation status via temporary work measures;</li> <li>▪ Historical antisocial behaviour on site;</li> <li>▪ Potential for presence of discarded sharps (needles);</li> <li>▪ Demolition - Demolition works that require careful and considered temporary works – risks include: <input type="checkbox"/> Falling materials during demolition activities; <input type="checkbox"/> Uncontrolled collapse of structure or parts of structure; <input type="checkbox"/> Presence of connected services; <input type="checkbox"/> Noise and vibration; <input type="checkbox"/> Fire creation.</li> <li>▪ Temporary work design elements e.g. boundary retention (in selected locations)   secondary and temporary permanent works stability measures e.g. bracing   hoarding   scaffolding   floor propping   hoist propping   traffic management   site establishment etc.</li> <li>▪ Animal waste, decaying litter or pests may be found when entering roof spaces and can cause ill health in roofers. Breathing in dust from dried bird droppings can cause psittacosis and contact through broken skin with rat urine can lead to Weil's disease (leptospirosis). Droppings should not be removed by using high pressure water. This can cause dust from the droppings to get into the air where it could be breathed in. However, generally wetting down the work area is advised. Containing the work area with plastic sheeting should also be considered. If appropriate, a P3 or FFP3 mask will be used. Overalls will be worn and replaced when they are soiled. Workers who may be susceptible to an infection should not be directly involved in the removal of droppings. High</li> </ul>	✓	

<p>standards of personal hygiene by provision and use of adequate Welfare facilities are essential for controlling these risks;</p> <ul style="list-style-type: none"> <li>▪ Site works adjoining   adjacent to occupied residential properties a creating a constant interface risk;</li> <li>▪ Manual handling – generally;</li> <li>▪ Working at height – generally and roof work;</li> <li>▪ Presence of vermin   birds – Weil's disease;</li> <li>▪ Dust creation (silica and other hazardous chemical exposure);</li> <li>▪ Construction vehicle movements onsite and entering   leaving site (limited line of sight available on to Donore Avenue);</li> <li>▪ Psittacosis health risk;</li> <li>▪ Working around the live services; and</li> <li>▪ Reversing vehicles</li> </ul>		
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## 6.4 Contractor requirement: safe work cycle

The concept of a safe working cycle is a type of management tool that can be used to solve difficulties in different aspects of the management systems.

### 6.4.1 Safe working cycle

A safe working cycle is the combination of construction quality and construction safety. It stresses that through the safety policy and objectives, as well as the formulation of a safety management system, the company management can change the traditional enforcement on safety measures into a cooperative and coordinated method of dealing with safety issues. This cycle clearly indicates the responsibilities of different workers. It places particular emphasis on the leadership of the frontline management at construction sites, e.g. project leaders and foremen.

The cycle encourages mutual trust between supervisors and workers at the construction sites and facilitates direct communication. The aim of the safe working cycle is to integrate quality and safety aspects of construction so that adequate considerations have been taken for each aspect to achieve a cost-effective construction project.

The safe working cycles are classified into daily, weekly and monthly basis. The period is determined by the importance, and urgency of the construction activities. Daily cycle is comparatively thorough and detailed.

The coverage of weekly and monthly procedures is more broadly. Each item of the safe working cycle is shown in the following diagrams:

### 6.4.2 Daily safe working cycle

The daily safe working cycle basically includes eight items. These items are arranged according to the daily schedule of the project and can be shown on a time chart. This means that each person can carry out their responsibilities according to the schedule. The contractor must set the working hours of each item according to its own conditions and the characteristics of the project.

#### 6.4.2.1 Morning safety meeting (delivered by all subcontractors to their employees)

The morning safety meeting is the first step of the daily safe working cycle. It includes:

- The announcement of important matters (such as project development/special activities, special safety information, etc.); and
- Inspection on personal protective equipment and dressing.

#### **Benefits**

- Gives workers time to prepare themselves psychologically for work and pay special attention to the safety rules and the working environment of the work sites; and reminds them that they must check on their outfits and personal protective equipment;
- Promotes team spirit and cooperation; and
- Provides an opportunity to convey safety message and raises workers' vigilance.

#### **Contractor points to note**

- The person-in-charge of the morning safety meeting must have a thorough understanding of conditions at the site, be well informed of the safety inspection results and the content of the process safety discussions for the previous day;
- The meeting must not exceed the time limit of 15 to 20 minutes;
- Ensure that the morning safety meetings do not fall into a tedious routine;
- Morning safety meeting on Monday may focus on major safety issues for that specific week. It can be implemented together with the monthly safety meeting;
- Considering the differences in the nature of different projects or corporate cultures, morning safety meeting can be divided into several stages and implemented at various time periods or changed into afternoon meeting in case not all workers can attend. The meeting can be postponed with a 24hrs notice, in order to fit into the working schedule for specific activities; and
- Records of attendance of the subcontractor workers are required to be kept encouraging more workers to participate through process safety discussions and safety committee meetings.

#### **6.4.2.2 Hazard Identification Activity**

Hazard Identification Activity is the second step in the Daily Safe Working Cycle. Team leaders or Foremen lead team members to identify the hazards in the day's work and make the workers aware of the degree of risks and measures for precaution. Records of these awareness sessions are to be kept.

#### **Benefits**

- The participation of front-line workers reduces resistance to the implementation through recognition and acceptance of the safety measures by front-line workers themselves;
- Team spirit can be enhanced (through the discussion at the working place) as part of practical safety training;
- The safe working circle can be reinforced, and the safety consciousness increased;
- It encourages the participation of individuals so as to make each one singularly and individually responsible;
- It deepens the understanding of the working process;

- It facilitates the contact between the contractor and other subcontractors in order to reduce possible adverse impact on efficiency and prevent accidents that may be induced by lack of communication and misunderstanding;
- To manage the project properly so as to prevent accidents; and
- To enhance discipline (to wear safety equipment and proper clothing).

**Contractor points to note**

- The content of the Process Safety Discussion for the previous day and the information announced at the morning safety meeting will be helpful in initiating follow-up actions for the Hazard Identification Activity;
- Foremen must be familiar with the procedures for the project, pre-arrange the work, set up guidelines for workers to follow, and try to understand the personalities for each worker;
- Foremen must encourage workers to participate in the Hazard Identification Activity and make them aware of the importance of safe working;
- Frequency of such activities – depending on the complexity of work, one additional Hazard Identification Activity can be held before the start of work in the afternoon. Depending on the arrangement of the work, it can be carried out on the previous day. – In case of any change in the working procedure, one special meeting may become necessary;
- In the Morning Safety Meeting, the safety requirements are only mentioned in broad lines; relevant safety instructions must be explained in detail during the Hazard Identification Activity;
- Foremen must be well prepared on the previous day in order to fulfil their responsibilities for supervision. They must, based on the working guidance of the recorded 1 minuted Process Safety Discussion from the previous day, lay out the process of the work, provide guidance, make work arrangements, and carry out other duties such as training, inspections, reports as well as discussions;
- Work guidance includes:
  - objectives of the work, implementation methods, procedures, goals, necessity and importance thereof;
  - construction area, passage layout, methods and the routes for transporting construction materials;
  - working hours and sequence;
  - allocation of responsibilities for workers and personnel arrangements (appropriate assignment);
  - coordination with other trade people on site;
  - the use of construction materials;
  - machinery, transporting equipment, tools, protective devices;
  - highly hazardous situations at work;
  - reporting channels; and
  - general summary on working process upon completion of the project;
- Making a summary after collecting workers' comments on the following:
  - safety critical area; and



- examples of the previous accidents in the same line of work.
- Workers (including plant operators) must participate in the Hazard Identification Activity; and
- Personnel from the contractor must participate as much as possible.

#### 6.4.2.3 Prior-to-work Inspection

A Prior-to-work Inspection is essential and must take place immediately after the Hazard Identification Activity. Before the start of work and the usage of equipment, all the tools, equipment, machineries and materials must be in safe and proper condition.

##### **Benefits**

- Tools and equipment must be in good working condition bring about better efficiency and help reduce accidents;
- To identify problems before the start of work and rectify them and have prevent the problems from getting worse and thereby reduce losses; and
- Compliance with laws and regulations to avoid lawsuits.

##### **Contractor points to note**

- Record of the inspection results of materials, equipment and machineries to be kept;
- Carry out all the mandatory and other planned inspections;
- Inspect the conditions of construction sites and the environment daily;
- Make safety inspections on selected key areas, rectify problems discovered and stop work wherever appropriate;
- Report results to the responsible persons after safety inspection. If necessary, the project manager of the contractor and the safety officer must also sign on the inspection reports and monitor the programme of connective actions;
- Regardless of the ownership of materials, equipment and machineries, the principal contractors must ensure that they are used only after proper inspection;
- Inspections must be performed before the tools and equipment are moved to the sites; and
- If the inspection is done in places of high risk, the person must follow the Safety Procedures defined.

#### 6.4.2.4 Guidance & Supervision at Work

Guidance and Supervision at Work is another aspect of safety monitoring. It mainly falls within the responsibilities of contractor project leaders. This includes keeping track of implementation of the safety measures from the Hazard Identification Activity, checking the compliance and addressing problems that may occur during its implementation.

##### **Benefits**

- Understanding the project progress and its characteristics facilitates communication with and acceptance by the workers;
- Project leaders can solve problems directly;
- Timely check on the compliance with safety instructions and procedures; and
- Coordinating all kinds of activities.

#### 6.4.2.5 *Safety Inspection*

The safety inspection carried out by senior management at construction sites serves both as supervision, and assurance for the safe operator of daily work. Senior management can quickly solve any safety problems that may affect the progress of work.

##### **Benefits**

- It demonstrates the company's commitments to safety;
- It enables senior management to understand site safety problem and solve them;
- It promotes cooperation among subcontractors to solve problems; and
- It can be used to assess the performance of subcontractors.

##### **Contractor points to note**

- Special attention must be paid to these high-risk activities mentioned in previous day's Process Safety Discussion;
- The project manager/general foreman must set an example, communicate with the workers and listen to their opinions while doing the Safety Inspection; and
- The Safety Inspection must not be cancelled without a solid reason. The job can be assigned to some representatives instead when necessary.

#### 6.4.2.6 *Process Safety Discussion*

Process Safety Discussion provides an opportunity for communication and cooperation in solving problems. Solutions are sought for problems identified during the day before these problems worsen or persist.

##### **Benefits**

- Confirm the progress of the day's work and decide on the procedures of next process, including coordination of different activities, with an aim to solving problems quickly and enhancing efficiency; and
- Assign next day's work, with safety directions and measures to subcontractor.

##### **Contractor points to note**

- The Discussion must focus on site safety. Time must not be wasted on unrelated issues;
- Subcontractors can put forward topics for review during the meeting;
- The summaries of the Process Safety Discussion must be announced at the Morning Safety Meeting the next morning; and
- Project managers, general foremen and safety officers must make a full preparation of the safety materials for the Discussion.

#### 6.4.2.7 *Tidying as you go*

This step is designed to ensure that all the equipment, tools, instruments and environment of the workplace are tidied up after a day's work, in preparation for the next day's work. This process consists of more than a general cleaning. All required materials and tools are classified and stowed accordingly before the end of a day's work.

### **Benefits**

- Tidying up materials, equipment and tools help reduce accidents;
- Efficiency is enhanced; and
- After-work tidying up assists to maintain a safe environment when workers return to work the next day.

### **Contractor points to note**

- Workers must understand the benefits of good housekeeping practices. It is more than just discarding trash;
- Person-in-charge of the site must allocate sufficient space for stowing materials/ wastes;
- Since the workplace may pose a threat to safety & Health before tidying up, the tidying up crew must collect, store/discard wastes, especially hazardous materials and those with toxic property according to the safety instructions;
- Proper labels must be affixed on containers for dangerous substance.

#### **6.4.2.8 Final Check after Work**

Daily Safe Working Cycle ends with Final Check after Work. The final check is to ensure that no accident will occur at construction sites after work, be it fire, flooding, scaffoldings collapse, theft, or trespassing, in order to prevent loss and affect members of the public.

### **Benefits**

- Prevention of accidents and energy conservation;
- Assessment on workers' performances in housekeeping; and
- Compliance with laws and regulations.

### **Contractor points to note**

- Special check on workplaces and their vicinity to high risk works is a priority;
- Watch out for people who may enter the construction sites through unlocked gates or external hoarding boards;
- Under harsh weather, double-check the drainage systems to see if they are blocked, if the scaffoldings are stable, and if the materials are stored in the right place. Make sure safeguards are in place against storm and rain; and
- Maintain supervision over those who are working overtime and ensure that they are aware of emergency procedures. Supervisors must be aware of:
  - agreed finishing times and emergency procedures as per the approved notification for emergency works; and or
  - an extension of work times if needed and permitted (refer to the CLP in Section 9.8).

#### **6.4.3 Weekly safe working cycle**

Weekly Safe Working Cycle aims at making an interim review of the performance in the past week and deciding for the future. It consists of 3 steps as follows:

1. Inspection & Check;
2. Process Safety Discussion; and

### 3. Weekly Tidying Up

#### 6.4.3.1 *Weekly Safety Inspections and Weekly Check Up*

The contractor and sub-contractors must jointly carry out a weekly inspection. They can therefore strengthen their cooperation and work on eliminating the safety problems found during inspection and define their respective responsibilities on-the-spot.

This will provide information for the management in their self-appraisal and underline the commitment of the management. The contractor and sub-contractors (competent persons) also need to inspect their own machines, electrical installation and scaffolding on site on a weekly basis to ensure the sound operation of such equipment and facilities.

#### **Benefits**

Weekly inspection must:

- Promote communication between the contractor and sub-contractors and clarify each party's responsibilities; and
- Underline the commitment of senior management.

Weekly check-up must:

- Spot problems as early as possible before they get worse; and
- Conform to relevant laws and regulations.

#### **Contractor points to note**

- The contractor must ensure all sub-contractors participate; and
- If the project manager is unable to attend, a representative can be appointed. The manager must nevertheless be kept up to date with the inspection results to demonstrate his | her interest.

#### 6.4.3.2 *Weekly Process Safety Discussion*

The weekly Process Safety Discussion must promote the communication between people at various levels and sub-contractors, summarising the safety performances in the last week and planning for construction work for following week.

#### **Benefits**

- To promote communication and help sub-contractors improve their work; and
- To create opportunities for bringing problems to attention and for an early remedy.

#### **Contractor points to note**

- The contractor project manager or his | her representative must chair the meeting and all participants are encouraged to express their views at the meeting; and
- The minutes on the Weekly Process Safety Discussions must be distributed as soon as possible so as to take follow-up actions.

#### 6.4.3.3 *Weekly Tidying Up*

This step is to thoroughly tidy up the site to prepare for work the following week.

### **Benefits**

- To create a safe working environment;
- To reduce accidents caused by at risk conditions;
- To ensure required materials are ready for use;
- To keep the site in good working order and discipline; and
- To improve efficiency.

### **Contractor points to note**

- Avoid over or under work in the tidying up. The objective is to meet the standard set by the client;
- Machinery must be cleaned according to relevant safety instructions;
- The tidying up results must be evaluated as a measure of motivation;
- Ensure no place is left out; and
- Senior management's involvement ensures a more persuasive outcome.

#### **6.4.4 Monthly safe working cycle**

Monthly Safe Working Cycle is to review the site performance and progress, to improve the workers' safety awareness through training and reward schemes, and to recognize their commitment and cooperation. Monthly Safe Working Cycle must include the following:

##### *6.4.4.1 Monthly Inspection*

Monthly Inspection aims at improving the management of machines, equipment, tools and materials. It must be carried out in line with relevant rules and regulations.

### **Benefits**

- Regular in-depth inspections on machines and equipment serve to identify problems at the early stage; and
- Keeping the machines and equipment in constant serviceable condition will also improve the productivity and quality.

### **Contractor points to note**

- The checking schedule and procedure is worked out in advance;
- Assistance from services companies (as required); and
- Plant | equipment to be checked include pile drivers, cranes, earth-moving equipment, heavy-duty transportation plants, pressure vessels, welding/cutting kits, portable and fixed electrical installations, etc.

##### *6.4.4.2 Monthly Safety Training*

Through Monthly Safety Training, workers can reinforce the concept and awareness of safety, sharpen necessary skills, gain relevant knowledge and foster a correct attitude. Examining the causal root of accidents | incidents | near misses, the same or similar events can be avoided.

### **Benefits**

- Through safety training, workers will continue to master the safety skills and knowledge required on the development and foster positive attitude on safety.
- Safety training underlines the importance senior management attaches to workers' safety and health.
- Safety training is a legislative requirement.

### **Contractor points to note**

- The training courses must meet the workers' needs;
- The objective and methods of training must be determined;
- Training programmes must be implemented according to plan;
- The effectiveness of training must be evaluated.
- The improvement actions required must be done after evaluation.
- The training must be of appropriate duration and must not be too long.

#### **6.4.4.3 Monthly Safety Meeting**

Monthly Safety Meeting must be held together with the Daily Morning Safety Meetings and include, in addition to the routine issues of morning meetings, the safety promotion activities to improve the workers' sense of safety awareness and to present awards.

### **Benefits**

- Other than benefits of Daily Morning Safety Meeting, the Monthly Safety Meeting can also boost the morale workers.

### **Contractor points to note**

- Safety promotion must be designed to foster the safety culture of the client;
- Safety awards must be fair in commending those individuals, groups with good safety performance;
- Safety promotion must have well-defined topics and objectives; and
- Senior management must enthusiastically support the safety promotional activities.

#### **6.4.4.4 Safety Committee Meeting**

Monthly Safety Committee Meetings aim at strengthening communication among concerned persons on site, eliminating any misunderstandings or lack of coordination at work, reviewing the past safety records and planning for the coming month. As a result, the workers' safety awareness can be improved, and accident reduction can be achieved.

### **Benefits**

- The communication among workers of different trades is strengthened, their work better coordinated, and accidents avoided; and
- As members of the Safety Committee come from various trades, safety measures formulated at the meeting must be more practical and acceptable to them.

### **Contractor points to note**

- The contractor project manager must chair the Safety Committee with the site safety officer acting as secretary of the Committee;
- The following issues will be discussed at the meeting:
  - weekly and monthly construction progress;
  - safety measures on special tasks;
  - coordination on different types of work; and
  - client instructions.
- Discussion on the progress, special tasks and work cooperation could ensure safety at work;
- Sub-contractors must raise any problems concerning their work and the coordination with other parties before and after work commencement. RAMS must be in place after this discussion;
- Before the meeting, the agenda must be studied, and any other relevant issues must be added;
- Each Safety Committee member must fully understand all the issues discussed during the meeting;
- The meeting minutes must be distributed within 48hrs of meeting or as soon as possible, so that every worker will be informed of the meeting and their comments on the meeting can be collected; and
- The meeting must progress with the right pace & must not drag on too long.

## **7 Design (preconstruction and construction) stages**

### **7.1 Preconstruction stage**

#### **7.1.1 Completed surveys**

Several surveys were undertaken previously which have design development. These include a site investigation borehole survey, topographical survey, invasive species survey and asbestos survey. Prior to works commencing on any site, further surveys will be carried out as deemed necessary:

- GPR survey;
- Dilapidation survey of surrounding roadways;
- Building services survey; and
- CCTV survey of all existing drainage services both traversing and adjacent to the site.

### **7.2 Construction stage**

#### **7.2.1 Temporary work designs**

The contractor and their supply chain will be obliged to manage, plan and carry out elements of temporary works design. The contractor must consider all works which may affect the interface with adjoining property owners and members of the public. All temporary works design and management shall be carried out in accordance with the Safety, Health and Welfare at Work (Construction) Regulations, 2013 to 2020 and relevant Approved Codes of Practice. The contractor must adopt the process and forms as found in Appendix 2 of the HSA Publication 'Approved Code of Practice - The Safety, Health and Welfare at Work (Construction)

*Regulations, 2013'. No temporary work works are permitted to commence without a Temporary Works Design Certificate being signed off by the Temporary Works Designer, Permanent Works Designer and PSDP. Proposed temporary work items include:*

- Covid 19 working practice adherence;
- Temporary haul road;
- Temporary traffic management;
- Excavation propping;
- Piling mats;
- Falsework | formwork;
- Back propping;
- Mortar silo placement;
- Concrete placing boom;
- Rebar cages;
- Shaft and riser platforms;
- Crane bases (tower | mobile | self-erecting equipment);
- Working access (vertical movements);
- Cantilever platforms (as required);
- Excavation material removal and stock piling;
- Temporary welfare services (water, foul and power);
- Hanging anchors;
- Construction waste disposal;
- Contaminated | hazardous material removal;
- Gantries;
- Temporary stability of permanent works;
- Conservation monitoring and reporting;
- Restrictions on construction traffic movements, noise, dust, vibration and working hours
- Temporary service provisions for works and site compound facility;
- Tie in of new services to existing;
- Non-proprietary working access platforms;
- Crane bases (tower | mobile | self-erecting equipment);
- Designed working access means (vertical movements);
- Temporary welfare services (water, foul and power) on site;
- Roadway underpinning as maybe necessary during site works;
- Site cabin stacking;
- Site project signage if not branded on hoarding; and
- Hoarding creation (various types if altering in place taken in charge hoarding).



## **8 Outline construction methodology**

There is a need to ensure that local residents and wildlife are protected from undue disturbance during construction. This OCMP seeks to ensure that the contractor is informed of and that they undertake their contract works using good | best practice and thereby reducing their impact on local communities. Irish Water intend to be working on the south-eastern part of the site whilst Phase 1 works are ongoing. Interface arrangements with Irish Water will be agreed by the Land Development Agency prior to commencement on site.

The detailed construction phasing plan is dependent on Covid 19 additional controls during construction (as set out by the HSE with support by the HSA and CIF), contractor appointment, market and other considerations. The overall delivery programme has been estimated on the basis that the construction of the St. Kevin's Residential Scheme Development will be completed by a single contractor. The proposed phasing plan for the project is given in Appendix A.

### **8.1 Sequence of proposed works (subject to change)**

- Site set up;
- Hoarding works;
- Invasive Species Management Plan works;
- Hazardous material removal works in areas deemed safe to access and occupy;
- Demolition works (soft strip and hard demolition);
- Excavation works (cut and fill activities considering site levels);
- Residential block construction including conversion of St. Kevin's Hospital structure into residential accommodation;
- Enterprise Centre construction of existing St. Kevin's Chapel; and
- Associated site and road works;

The site will be set up with access and egress points from Shanakiel Road. Construction traffic will be generated for the duration of these works on site, with levels of vehicles movements varying throughout the construction period depending on the phasing plan – see Appendix A for phasing proposals. The construction traffic management plan estimates peak truck movements of 36 in/out per day to remove all of this material over a period of 2.5 months and concludes that the peak level of traffic generated by construction will be small and significantly less than that generated by the completed development. In reality the effect of construction traffic will be even less than that as the development will be built out in 5 phases and so removal of material will be spread out over a much greater time period than 2.5 months – refer to Appendix A.

The first construction activity on the development will be the enabling works. These works are intended to provide a robust and appropriately high site perimeter hoarding around the site.

The project team are seeking to endeavour to protect the right of all affected stakeholders in continuing their daily lives with limited or undue interruption as far as reasonably practicable that may be caused by the construction operations. In this regard, the Land Development Agency have prepared an indicative strategy to deliver the St. Kevin's Hospital Residential Scheme Development. There are several constraints and requirements which have been carefully considered by the project team throughout the design process. It is Proposed that the entire construction phase would take place over an assessed timeline to ensure safe

construction. Remaining infrastructure and roads works will be completed (i.e. final service connections, paving, drainage etc.) in coordination with the contractor's construction programme.

## **8.2 Indicative construction methodology**

The following indicative methodology has been drafted on the basis of initial scheme design inputs. Specific methodologies of work will be defined pre-commencement of works developed by the contractor in their Construction Management Plan.

### **8.2.1 Preparatory and contract works**

- Site cabin delivery and placement;
- Completion of all outstanding required surveys;
- Contractor temporary service installations i.e. power to be provided by a generator;
- Construction of appropriate designed hoarding to neighbouring properties;
- Installation of CCTV coverage or other agreed security means;
- Set up of required noise | dust | vibration monitoring stations | receptors in predetermined areas closest to sensitive locations as defined by the grant of planning;
- Confirmation of isolation by a competent person of all services to each building | structure – services include but not limited to:
  - heating pipework;
  - sprinklers;
  - local electrical distribution boards;
  - substation(s);
  - water;
  - drainage;
  - soil pipes;
  - general arrangement electrical services i.e. lighting, control panels and fire alarm circuits and systems;
  - fire boards; and
  - gas mains | skids.
- review of pest control needs i.e. pigeons | rats (specialist contractor).

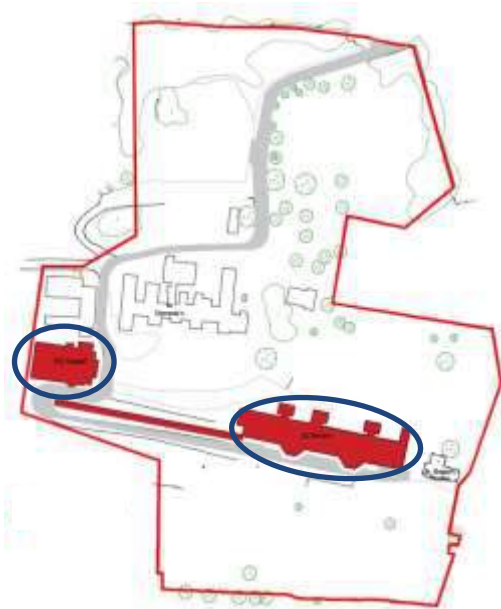
### **8.2.2 Temporary electrical service provision**

- New builder's supply main board to be installed in an appropriate determined location agreed between the M&E designer, contractor and temporary works electrician;
- New main board will also feed the following:
  - site security load | requirements; and
  - all storage area requirements.
- Electrical power distribution throughout each structure shall be made available, so as to allow the safe Lead | ACM | ACD remediation effort to proceed; and
- Site-wide contractor supply and distribution will be agreed with the ESB.

### 8.2.3 Asbestos removal works

- Licenced asbestos containing material removal in adherence with agreed works phasing plan;
- Non-licenced asbestos containing material removal in adherence with agreed works phasing plan; and
- Reoccupation certification will be provided for all areas prior to soft strip works being undertaken.

### 8.2.4 Protection of protected structures (highlighted in blue)



### 8.2.5 Soft strip works from (subject to safe isolation of electrical services within each building | structure)

- Soft strip areas deemed to be safe and not contaminated within each structure – works included removal of all non-load bearing internal structures, finished and FF&E;
- Soft strip of contaminated areas post Lead | ACM | ACD deep clean and clearance certification receipt of all non-load bearing internal structures, finishes and FF&E:
  - carefully cut interface of demolition works and existing retained structure; and
  - primary elements of building structures not to be disturbed during soft strip works.

### 8.2.6 Hard demolition

Hard demolition of all structures with the exception of St. Kevin's Hospital and St. Kevin's Hospital Chapel. Works include the safe removal of all building structural members, external façades and roof finishes. The contractor shall:

- Remove all debris and rubbish from the site area to licensed tips;
- Records shall be forwarded to the client project manager for information on the quantities disposed;

- Ensure, following the demolition of the buildings (or part thereof), the site shall be left in a tidy and safe condition in agreement with the client project manager;
- Ensure measures shall be taken to ensure that the existing services in the vicinity of each structure are not affected by the demolition works; and
- Seal by means of grouting all drainage within the curtilage of the site not to be removed during demolition of the buildings. Sealing shall be only up to the last manhole within the site.



#### 8.2.7 Substructure construction

Substructure works i.e. groundworks | formwork | rising concrete elements | attenuation and drainage etc. will be completed in a sequential series allowing the slabs to be constructed | poured consecutively. Where possible, an overlap of substructure works will be sought to achieve so and maximise supply chain efficiencies for the contractor.

#### 8.2.8 Residential construction (apartments)

- The facade will be erected as soon as practical to commence waterproofing floors so that finishes and fit out can commence. The roof embellishments will commence when the structure is complete. These works will not be able to be completed until all plant has been lifted into the plant rooms and the façade has been installed to this level to complete the water tightness of the fabric;
- When slabs are cast and the formwork is stripped, the services will commence to be installed. These works will commence within the building but will not be completed till the façade to that level is complete. The façade provides edge protection for the men working near the edge and provides weatherproofing for equipment that is water sensitive. The works will be organised in several passes, with what we term "rough in of services" being the first pass which is all services that can be installed before the façade is installed to that level;

- Finishes are normally commenced in earnest when the façade is installed to that floor. The services will be scheduled to be completed enough to allow finishes to commence in our programming; and
- The works will also include making good any areas that have been affected by the construction of the project. As some of the external works will be to footpaths and roads to mesh them in with the new building, some footpath and lane closures will be required. These will be coordinated with CCC as deemed necessary.

#### **8.2.9 Residential construction (houses)**

- Construction of the foundation basement slab and permanent retaining wall structures;
- Construction of rising elements to ground floor and construction of ground floor slab;
- Similar sequence of construction of rising elements and upper floors;
- Construction of roof and associated ancillaries;
- First fix will commence at each level behind structure. This will be followed by the second fix and the final connections;
- Initial installation of stud work when areas are clear, and floor is weather tight;
- Installation of equipment and associated connection to services;
- Completion of finishes; and
- The final commissioning period will commence during fit-out.

#### **8.2.10 Refurbishment of St. Kevin's Hospital (residential accommodation)**

- All loose internal fixtures and fittings shall be removed by hand and segregated on site, where practical, into skips to allow for collection and transport by an approved waste carrier;
- The approved waste contractor will provide appropriate skips to facilitate on-site segregation of waste materials. Fixed soft stripped material such as plasterboard, wood panelling and other waste materials will be removed by hand, brought to the segregation points and loaded into the skips and subsequently removed from site in skips or using haulage trucks;
- An exclusion zone shall be set up within the works area to provide a safe and operational area for skips and demolition waste and to prevent operatives from entering;
- Temporary works may be necessary to preserve the perimeter wall of the protected structure during development. Old buildings which are undergoing refurbishment or conservation works are particularly vulnerable to damage during the course of those works. The methods and details of temporary works may need to be approved by CCC prior to the commencement of any works;
- Refurbishment and maintenance works pose a risk of fire to a historic structure, and construction work to protected structures should be properly managed to minimise this risk. Clear safety instructions should be included in all contracts for works to protected structures. For example, 'hot' working procedures should generally be avoided in historic structures or, where unavoidable, should be carefully monitored;
- Internal works will commence behind the frame erection on a rolling programme consisting of:
  - services 1st fix;
  - carpentry 1st fix;

- services 2nd fix;
- carpentry 2nd fix;
- decoration;
- floor finishes; and
- install fitted furniture.

#### **8.2.11 Enterprise Centre construction (St. Kevin's Hospital Chapel)**

- An external independent scaffold will be erected;
- Appropriate temporary works as required will be installed to stabilise external walls prior to any internal demolition taking place;
- Construction materials will be loaded out by crane and will follow in accordance with the construction programme;
- Scaffolding will be designed to allow for all alterations to facilitate other trades cleaning or repointing the external façade;
- Replacement windows (as required) will be fixed as the frame progresses to maintain water tightness;
- Internal works will commence behind the frame erection on a rolling programme consisting of:
  - services 1st fix;
  - carpentry 1st fix;
  - services 2nd fix;
  - carpentry 2nd fix;
  - decoration;
  - floor finishes; and
  - install fitted furniture.

## **9 Construction access**

### **9.1.1 Alternative arrangements for pedestrians | vehicles in case of any roadway closure**

Aware of the complexity of logistical challenges faced by such large-scale construction work, the Land Development Agency want to prevent traffic congestion due to construction works and negative impacts on the neighbourhood environment in the surroundings of the construction area. It is a condition of works that:

- Maintenance of access to local roadways and footways is secured. The works involve significant works to upgrade the site entrance; and
- Should a need arise to provide temporary pedestrian | vehicle access outside the hoarding line, a detailed temporary Traffic Management Plan will be developed in compliance with the requirements of the Department of Transport Chapter 8 Temporary Traffic Measures and Signs for Roadworks Manual. This plan will be required to be approved by CCC Roads Department prior to implementation with appropriate forward notice (in compliance with the CLP) shared with all 3<sup>rd</sup> party stakeholders.

All necessary controls will be agreed with CCC Traffic Section pre commencement of project works.

### 9.1.2 Construction access principles (generally)

- Protection members of the public from site activities;
- Public roadways are kept clear always;
- Construction traffic will be limited to certain routes and times of day, with the aim of keeping disruption to existing traffic and residents to a minimum. To minimise disruption to the local areas, construction traffic volumes will be managed through the following measures:
  - during peak morning and evening hours, ancillary, maintenance and other site vehicular movements will be discouraged;
  - daily construction programmes will be planned to minimise the number of disruptions to surrounding streets by staggering HGV movements to avoid site queues;
  - access to all neighbouring surrounds will be maintained through all stages of construction;
  - only minimum essential site staff parking will be provided. In parallel with this, parking restrictions and management measures on adjacent streets/residential areas will be reviewed and implemented as necessary in agreement with the local residents and CCC to avoid any site parking overspill issues; and
  - the contractor will be required to promote travel by sustainable modes of transport.
- It is Proposed that the Irish Water Contractor will use the same development construction site access but will have a different haul road to the Land Development Agency. Interface arrangements will be agreed by Irish Water and the Land Development Agency prior to commencement;
- Delivery of materials shall under supervision to avoid contact with persons. Deliveries shall be programmed to avoid high trafficked times minimising congestion and conflict with other deliveries;
- The site construction access strategy must prioritise the:
  - increase the efficiency of construction works;
  - decrease the disruption of the local transport system from construction works traffic;
  - appropriate hoarding | screening | crash barriers of areas where public and vehicle travel interface will be provided and managed; and
  - all the above will be required as part of the contractor's Construction Management Plan which needs to be agreed with CCC before commencement of construction in line.

## 9.2 Logistics | construction site access strategy

A construction compound will be included on site and may move as construction progresses.

The contractor, when appointed, may identify other (or additional) locations within the site area. It is anticipated that the majority of construction vehicles accessing the sites will come from the Shanakiel Road.





### 9.2.1 Site access

Vehicle movements will be managed through the construction stage by the contractor competent dedicated logistic team on the ground. Regardless of location, the contractor is obliged to ensure that their site can run with maximum safety, efficiency while causing the least disruption to the adjoining residents and roadway users.

### 9.2.2 Abnormal load deliveries

Public safety, driver health & welfare, and delivering on good risk management practices are the cornerstones of transport safety. All identified abnormal loads require public agency engagement e.g. An Garda Síochána, CCC Roads etc. The safety of other road users is paramount, and much thought and effort go into logistics planning and permitting for the movement of these large loads.

The contractor when planning such movements must adhere to the notice and engagement requirements of the CLP set out in Section 9.8. All necessary controls will be agreed with CCC Traffic Section pre commencement of project works.

#### 9.2.2.1 Movement of abnormal loads

- Road Traffic (Permits for Specialised Vehicles) Regulations 2009, S.I. No. 147 of 2009, and Road Traffic (Specialised Vehicle Permits) (Amendment) Regulations 2010, S.I. 461 of 2010, introduce a streamline permit system and list of Designated Routes to be administered by An Garda Síochána for the movement of loads not exceeding 27.40m in length and 4.30 metres in width on the major inter-urban routes;
- Vehicles and loads exceeding the 4.65m national height limit are not covered under this scheme and require a Local Authority Permit instead;
- Abnormal loads must adhere to the maximum weight limits set down by Road Traffic (Construction and Use of Vehicles) Regulations 2003, S.I. 5 of 2003 and the maximum height limit set down in Road Traffic (Construction and Use of Vehicles) (Amendment) Regulations 2008, S.I.366 of 2008;
- A "Permit for Specialised Vehicles" form when signed by the Garda Síochána grants permission to move abnormal loads as defined under the above Regulations, on inter-urban routes specified in the Schedule of Designated Roads. Any deviations from the Schedule of Designated Roads in above Regulations require independent authorisation from the Local Authority concerned and/or the Minister for Transport.

### 9.2.3 Traffic management coordinator

The contractor is required to appoint a competent Traffic Management Coordinator (TMC) who will be responsible for the design coordination of these access points and all other temporary traffic safety and management matters for the construction stage. The TMC is required to ensure that all traffic management requirements set out in the Traffic Impact Assessment are adhered to. Specific site contractor traffic management plans must at a minimum include:

- No temporary | drop off parking on approach access public routes. No unloading or blockages of access routes. Such vehicles will be immediately directed to move;
- The contractor must carry out an auto-track analysis to ensure that adequate turning space is available on their site. The auto-track must demonstrate how construction vehicles will go in and out of the site; and
- The contractor must seek to eliminate where possible the necessity for reversing of any construction or supply chain vehicle onsite.



### **9.3 Site set up and management**

The site must have a well-planned construction compound layout. All temporary facilities and utilities must be designed to:

- Increase productivity and safety;
- Reduce area(s) needed for temporary construction; and
- Maximise utilisation.

#### **9.3.1 Compound notes**

- The contractor will ensure that their compound set up accounts for appropriate spatial provision for waste management segregation, logistical deliveries and day to day contractor car parking; and
- Proposed compounds are indicative - the contractor will be required to propose and confirm their compound layout in their Construction Management Plan.

#### **9.3.2 Contractor compound location (indicative dimensions)**

- Dimensions
  - size: 175x50m
  - area: 8,750 sq.m
  - parking: 99 spaces
  - waste area: 660 sq.m
  - materials area: 660 sq.m

#### **9.3.3 Contractor overflow car park area location (indictive)**

Appropriate overflow contractor carparking can be made available in areas of client landholding. Areas may change subject to works phasing and ongoing construction activities.

#### **9.3.4 Site set up**

When beginning each new site, the contractor's construction activity experts will use their expertise to think through the issues associated with the running of the project, the staged activities that will occur during the project life cycle are assessed and they use their understanding to establish the compound, walkways, roadways, facilities and welfare items and ensure they are clearly established and marked at the earliest stage to clarify to all visitors that this is an organised, efficient, tidy and safe site.

Key hazards must be identified and where possible "designed" out of the site, for example keeping pedestrians away from site traffic. The site must be easily understood using clear site maps depicting a layout that delivers the safest workplace possible.

The site set up has the compound at its heart, pedestrian and vehicle routes as the arteries and while set up cannot deal with exclusion zones as they will vary on a day to day basis, the set up can deliver a safe "skeleton" site and pop-up work zones and exclusion zones are introduced as appropriate to isolate hazardous activity.

### 9.3.5 Way finding & orientation

On arrival on site a first time visitor, operative or delivery driver must know where they are, where they are going, where they cannot go and where other items are located. The site must be visibly well ordered and well-drawn site plans used to convey the order on site to all visitors in a clear and simple way. It is about quickly understanding the site and clarifying basic behaviour. Where are the safe routes? Where are the key hazards? Where are the welfare items?



sample ref. NCH project - directional gateway signage

### 9.3.6 Vehicle and pedestrian segregation

Pedestrians and vehicles must be able to circulate safely in the workplace; the construction activity must plan segregation and routes well. The temporary nature of a construction site, it is changing layouts and the frequency with which operatives change and are therefore unfamiliar with their workplace are 3 important factors that add to the risk. The contractor must focus their efforts on planning and delivering a site where drivers and pedestrians are segregated and provided with safe routes to work zones. The objective is that personnel can see at a glance where they can go and where they cannot go.



## 9.4 Hoarding

The overarching consideration in all elements of the site set-up will be to reasonably endeavour to ensure the works can be undertaken in a safe manner for members of the public and the contractor and their staff. The contractor will take in charge the established robust hoarding that considers wind and people loads in such an open site plane, around the proposed site perimeter. Hoarding will either be timber or palisade panels (boundaries with neighbouring commercial properties and heras panelling ranging in height from 2.40m to 3.00m at various locations. Hoarding may be embellished with artwork and or graphics which would be appropriate for the development. Hoarding will be supplemented in sensitive areas during certain construction activities to alleviate against noise impacts as required. The alignment of the hoarding will remain constant in the round for site works. The hoarding line may be dynamic and subject to amendment to meet the requirements and constraints of the site.

### 9.4.1 Notes on hoarding

- Hoarding lines must be inspected daily by the contractor;
- Inspection records must be retained on site for regular CCC review;
- Hoarding limits site access to controlled access points;
- Hoarding must protect those outside the site from hazards within;

- Hoarding must protect those inside the site from outside activity;
- Branded hoarding must identify ownership of the site area;
- Hoarding locates must identify the site/work-zone for visitors;
- Hoarding must be used to direct behaviour before arrival on site.



sample safety line on hoarding for e.g. enabling works | ground works

## 9.5 Site security

The contractor will be responsible for the security of their site for the duration of their works. The contractor will be required to at a minimum:

- Maintain site hoarding to each boundary with adequate controlled access and egress points;
- Maintain site security staff always;
- Install access security in the form of turnstiles and gates fitted with anti-swing fixtures;
- Reasonably endeavour to ensure restricted access is maintained to the works;
- Operate a site induction process for all site staff;
- CCTV arrangements or alternative to be provided;
- An appropriate controlled access control system to be installed at security access for site personnel (refer to Section 9.5.1);
- Provision of adequate warning signs to site perimeter and along the streets approaching the site to inform the public of danger & no trespassing onto site;
- Anti-climb measures | protection to be erected around access towers etc.;
- Ensure all staff have current Safe Pass and Construction Skills Cards;
- Monitor and record all deliveries to site and all materials | waste taken off site for disposal to appropriate licensed facility; and
- A fire watch system regime will be implemented with appointed competent fire watch supervisors tasked to inspect the site prior to the end of each working day | shift. All staff will be made fully aware of their individual responsibilities about security and will undertake their work in line with current service guidelines. All staff and operatives will be fully inducted into the security, health and safety and logistic requirements on site.



### 9.5.1 Site security systems

Suitable security measured will be put into place by the contractor including but not limited to Net-watch during the project to cover all elements of the site internally and externally. 24hour security measures will also be put in place when required, particularly at the latter stages of the construction programme where the building equipment and finishing cycles are in place.

On possession of the site, the contractor will proceed to ensure the security of the site is achieved by direction of all personnel and deliveries to the site compound. Once established, access into and out of the site compound will be through a turnstile system and or other controlled system.



example of site personnel site entrance turnstile (voice activated)

### 9.5.2 Craneage

It is Proposed that the site will require the use of a number of cranes, to provide the necessary site lifting coverage. Lifting appliances will be required for the moving of building materials around the site.

### 9.5.3 Storage of materials on site

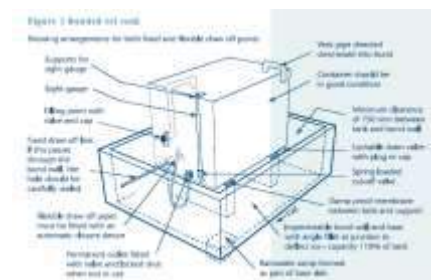
Any materials stored on site must be done so in a safe manner. Containment of all construction-related fuel and oil within specially constructed bunds to ensure that fuel spillages are fully contained. Such bunds shall be roofed to exclude rainwater.

All necessary controls will be agreed with CCC Pollution Section pre commencement of project works.

#### 9.5.3.1 Bund tank needs

Oil is the commonest water pollutant. These guidelines are intended to help reduce pollution caused by inadequate storage of oil in fixed tank installations.

- Location - Safety, security, access and maintenance needs must be considered when storing oil. Tanks must be positioned, or other steps taken, to minimise the risk of damage by impact. Oil must not be stored in significant risk locations (i.e. within 10m metres of a watercourse or 50m of a borehole);
- General requirements - Oil must be stored in a tank of sufficient strength and structural integrity to ensure that it is unlikely to burst or leak in ordinary use. It is recommended that tanks with a design life (with proper maintenance) of 20 years are used;
- Tank specification - Storage tanks must be type tested to a recognised standard and produced to that standard under a quality assurance system complying with BS EN ISO 9001:2000 or BS EN 9002:1994. Steel tanks must comply with BS 799: Part 5 and must be protected against corrosion.



Steel tank drain valves must be used to prevent frost damage. There is no British Standard for prefabricated steel tank systems. However, the Oil Firing Technical Association for the Petroleum Industry (OFTEC) have developed a standard for steel tanks, OFS T200 which does include these:

- Polyethylene tanks and tank systems must comply with OFS T100. Compliance with standards for construction and manufacture does not guarantee compliance with storage regulations;
- Tank installation and marking - It is recommended that tanks are installed by technicians registered with a professional scheme, such as that operated by OFTEC. The tank must be marked with the product type and tank capacity; and
- Tank decommissioning - Before a tank is taken out of use or removed, it must be fully drained. This work must be undertaken by suitably qualified technicians and hot work must never be carried out until the tank has been degassed and the appropriate certificate issued.

#### 9.5.3.2 Secondary containment

Secondary containment must prevent oil escaping to the environment in the event of leakage from the tank or ancillary equipment. All tanks and their ancillary equipment must be situated within an oil-tight secondary containment system such as a bund. The potential escape of oil beyond the bund area by jetting must be considered. The risk of this can be minimised by:

- keeping the primary container as low as possible;
- increasing the height of the bund wall; and
- building the bund as far away from the tank as possible

For steel tanks in open bunds, a minimum distance of 750mm between the tank and the bund wall and 600mm between the tank and the base is recommended to allow access for external inspection.

#### 9.5.4 Removal of materials from site

The removal of materials from the site will primarily be undertaken during enabling works and substructure construction stages of the site. The removal or addition of materials to facilitate are typically the most intensive periods for material movement off site. Each of these elements of work will need to be managed effectively to reasonably endeavour to ensure that is no queuing of trucks on the public roadway. All trucks will be expected to have a built-on tarpaulin that will cover the transported material as it is being brought to or hauled off site.

#### 9.5.5 Water supply

The contractor will require a water source for the duration of the works. Water will be required for:

- Contractor welfare facilities;
- Vehicle wheel wash | automated spray booths (use of recycled water);
- Dust suppression;
- Curing of concrete in warm weather; and
- Cleaning of formwork etc.

The contractor must apply to Irish Water for a temporary connection for water supply and/or wastewater.

#### 9.5.6 Timing of construction travel movements to obviate queuing on public roadways

- Working hours are determined and conditioned by the Grant of Permission. Working hours are proposed to be 07:00 – 18:00 Monday to Friday and 08:00 – 14:00 on Saturday. Works

that may be excessive in noise sensitive locations will be risk assessed and scheduled to take place between defined times in consultation with residents where at all possible;

- It is recognised that there may be circumstances where the restriction on hours of work cannot be adhered to e.g. concrete pours, power floating works etc. In these circumstances the contractor will be required to provide written agreement with CCC before any works start outside normal hours;
  - where out of hours works are noise sensitive, such exceptional events will only be permitted to be undertaken when all other alternatives have been considered and exhausted. Any night-time operations in particular will comply with good measures to alleviate impacts practices as specified by British Standards or similar; and
  - all such works above will be preceded by written approval from CCC, showing evidence of consultative communications with local residents and businesses.
- Deliveries will be sequenced '*just in time*' to ensure that their arrival and departures time are outside peak interface periods with residents and businesses;
- Deliveries are not permitted to queue on public roadways. They may hold | temporarily wait in designated non-public areas before 07:00 Monday to Friday with their engines turned off;
- Operatives may access their site prior to 07:00 but are not permitted to operate construction machinery before 07:00 Monday to Friday and 08:00 on Saturday; and
- No significant work will commence onsite before 07:00 during the week. On site | holding vehicles must ensure that their engines are turned off before 07:00 Monday to Friday and 08:00 on Saturday.

All necessary controls will be agreed with CCC Traffic Section pre commencement of project works.

#### **9.5.7 Dust | dirt**

This environmental matter is covered in detail the CEMP O'Callaghan Moran & Associates Report (November 2020).

#### **9.5.8 Construction noise**

This environmental matter is covered in detail the CEMP O'Callaghan Moran & Associates Report (November 2020).

#### **9.5.9 Vibration**

This environmental matter is covered in detail the CEMP O'Callaghan Moran & Associates Report (November 2020).

#### **9.5.10 Harmful materials**

This environmental matter is covered in detail the CEMP O'Callaghan Moran & Associates Report (November 2020).

### **9.6 Construction and demolition waste management**

The Land Development Agency is committed to ensuring the highest standard of recycling on site in terms of materials arising from the Scheme Development. The contractor will be having regard to Circular WPR 07/06 - Best Practice Guidelines on the Preparation of Waste Management Plans for Construction and Demolition Projects, published by the DECLG, July 2006 submitted to the Planning Authority for written agreement. An Environmental Representative from the contractor will be required to be nominated responsible for all waste

management in their own operations. In this way, it is possible to identify where the greatest material wastage occurs with a view to implementing better waste management.

A site-specific Construction and Demolition Waste Management Plan will be prepared by the contractor and submitted to CCC demonstrating specific controls that will be employed to adhere to the requirements of this condition.

#### 9.6.1 Excavations

Excavations will be required throughout the site to facilitate the formation to basement levels, car park ramp access, modifications to existing services and to facilitate construction of new services. It is estimated that the net material to be taken from site is 27,402m<sup>3</sup>. The construction traffic management plan estimates peak truck movements of 36 in/out per day to remove all of this material over a period of 2.5 months and concludes that the peak level of traffic generated by construction will be small and significantly less than that generated by the completed development. In reality the effect of construction traffic will be even less than that as the development will be built out in 5 phases and so removal of material will be spread out over a much greater time period than 2.5 months - see Appendix A.

Some of the cut material will be retained on-site as fill. Stock piling with agreement post future planning permission will only occur within the site (red line) in agreement with CCC.

It is noted that the contractor will ultimately be responsible for securing agreements for acceptance of surplus materials that are required to be sent to licensed facilities in compliance with the requirements of the CEMP and their site-specific Construction and Demolition Waste Management Plan.

#### 9.6.2 Waste management structure organogram



#### 9.6.3 Construction & Demolition Waste Management Plan (C&DWMP) requirements

The C&DWMP must detail the intended practice for the management of waste arising from the construction and demolition processes and in particular the management of hazardous waste and recyclable materials.

In particular the Plan shall specifically address but not limited to the following points:

- **Overall waste management**
  - Analysis of waste arising | material surpluses'



- Specific Waste Management objectives of the Project including waste minimisation and the potential to reuse, and process materials generated on site in the construction phase;
- Methods proposed for Prevention, Reuse and Recycling;
- Waste Handling Procedures;
- Waste Disposal Procedures, including tracking of waste to final destination;
- Waste auditing; and
- Record keeping of receiving site | other gate receipts will be inspected by CCC regularly.
- **Waste compound**
  - Details of the provision of a dedicated and secure compound, containing bins and skips into which all waste generated by construction site activities will be placed;
  - Responsibility for provision of signage and verbal instruction to ensure proper housekeeping and segregation of construction waste materials; and
  - Responsibility for identification of Permitted Waste Contractors who shall be employed to collect and dispose of waste arising from the construction works.
- **Waste reuse and recycling management**
  - Identification of potential for Reuse of Inert Wastes; and
  - Proposed management measures.
- **Hazardous waste**
  - Identification and management of any Hazardous Wastes likely to arise during the construction process; and
  - In the event that hazardous soil, or historically deposited hazardous waste is encountered during the work, the contractor must notify CCC Environmental Enforcement Section and provide a Hazardous/Contaminated Soil Management Plan. Immediate segregation of suspected hazardous | contaminated material is required for necessary inspection | testing. The contractor will be required to provide the following information to CCC:
    - estimated tonnages of waste;
    - description of location where waste was found;
    - proposed destination for authorised disposal/treatment; and
    - information on the authorised waste collector(s).

#### **9.6.4 Predicted impacts of the proposed development (construction phase)**

Significant volumes of waste materials will be generated during the construction of the proposed development. However careful management of these, including segregation at source, will help to ensure maximum recycling, reuse and recovery is achieved, in accordance with current local national waste targets. It is expected however that a certain amount of waste will still need to be disposed of to landfill. Assuming appropriate facilities are provided, environmental impacts (e.g. litter, contamination of soil or water etc.) arising from waste storage are expected to be minimal. Particular attention must be given to the appropriate management of excavation waste containing contaminated or hazardous materials by the contractor. The use of suitably licenced waste contractors will seek to ensure compliance with relevant legal requirements and appropriate off-site management of waste.



#### 9.6.5 Consultation with relevant bodies

CCC will be consulted throughout the construction phase to ensure that all available waste reduction, reuse and recycling options are being explored and utilised and that compliant Waste Management is being carried out at the site. Specialist companies, wherever required, will be contacted to determine their suitability and each company's record reviewed to ensure relevant current collection permits | licenses are held. Companies will also be contacted to gather information regarding treatment of hazardous materials, if required (although not anticipated for this site), costs of handling and the best methods of transportation for recycling or reuse when hauling off site.

#### 9.6.6 Pest control

The contractor will be required to adopt an Integrated Pest Management Plan as part of the works. This plan will establish a sustainable approach to managing pests in order to minimise health and environmental risks throughout the construction works and is to be prepared in accordance with the guidelines set out in the '*Rodent Control for Construction Industry*' information leaflet as issued by the Health Service Executive, Environmental Health Service, 2009. The contractor will be responsible for ascertaining if the proposed lands are currently infested rodents and other pests. If so, any lands will be required to be disinfested by a pest control specialist, as is reasonably possible given the nature of the site. Throughout the works, the contractor will be responsible for ensuring that a good standard of hygiene is maintained to limit the attraction of rodents and other pests to the site. Measures are to include, but are not limited to the following:

- Waste food, empty food tins, and other waste to be stored in bins with sealed lids;
- Accumulations of construction debris which may provide harbourage for rodents are to be cleared away regularly and in a timely manner; and
- Stocks of building material are to be neatly stored.

The contractor shall implement measures to prevent infestations during the proposed works. This will include infestation of existing and proposed drains, sewers, ducts and nearby properties. Measures are to include, but are not limited to the following:

- Removal of all existing refuse from site;
- During the laying of new drains, the sewers, open pipe ends, and manholes are to be protected against entry by rodents when work is not in progress – particularly at night-time; and
- Surface water pipes discharging into watercourses to be fitted with an antiflood flap valves at outlet points.

A finalised Pest Control Management Plan is required to be submitted by the contractor to Land Development Agency prior to commencement of works.

### 9.7 Plant and equipment use

Consideration has been given to the types of plant and equipment that are likely to be used during construction works. Typical types of plant and equipment associated with each key construction activity are set out in the table below:

### 9.7.1 Indicative plant used during construction

Plant and Equipment	Enabling Works	Site Clearance	Earthworks and Sub-structure	Super-structure	Roofing and Cladding	Services and Finishes
Mobile cranes				✓	✓	✓
Passenger /goods hoists					✓	✓
Excavator/ Breaker	✓	✓				
Cutters, drills and small tools		✓	✓	✓	✓	✓
Floodlights		✓	✓	✓		
Forklift truck/ Pallet truck		✓	✓	✓	✓	✓
Hydraulic benders & cutters		✓		✓		✓
Lorries and vans		✓	✓	✓	✓	✓
Mobile lorry mounted concrete pump			✓	✓		
Poker vibrator			✓	✓		
Ready mixed concrete lorry			✓	✓		

Plant and Equipment	Enabling Works	Site Clearance	Earthworks and Sub-structure	Super-structure	Roofing and Cladding	Services and Finishes
Concrete splitters/ saws		✓		✓		
Scaffolding and hydraulic access platforms		✓	✓	✓	✓	
Tipper lorries		✓	✓			
Flatbed articulated vehicle		✓	✓	✓	✓	✓
Large rigid lorries		✓	✓	✓	✓	✓
Track mounted piling rigs			✓			
Water pumps		✓	✓			
Raking props		✓				

## 9.8 Community liaison plan & public relations

The Land Development Agency will establish a Designated Community Liaison Officer (DCLO) so that particular issues | complaints raised by local residents may be quickly identified and responded to. DCLO details will be shared with local residents.

### 9.8.1 Community liaison plan (CLP)

Given the nature of the proposed Scheme Development and that there may be at any given stage, multiple contractors on site, there will be a need to have an effective management of public relations and complaint handling to ensure good relations and a mutual trust between all key stakeholders during construction. These key stakeholders will be mainly but not be limited to the residents and neighbouring businesses and CCC, but will most likely extend to the wider community as development progresses including but not limited to An Garda Síochána, NTA, etc.

The dissemination of accurate and timely information in relation to on-going and proposed works, changes to traffic layouts and other activities, in advance to the key stakeholders will lend itself to a potential to reduce queries, complaints and nuisance during construction. It will be essential to operate a Good Neighbour Policy covering the following areas:

- Designated DCLO;
- Early implementation;
- Good client, staff and neighbourhood liaison;
- Reduction of nuisance factors;
- Clear access for neighbouring premises; and
- Clear and concise and accurate information.

The DCLO is accountable for the development of the CLP. Accountability includes authorising the document, monitoring its effectiveness and performing a formal document review. Members of the project team, including employees, contractors, subcontractors and consultants, will be accountable for ensuring the requirements of the CLP are implemented within their area of responsibility.

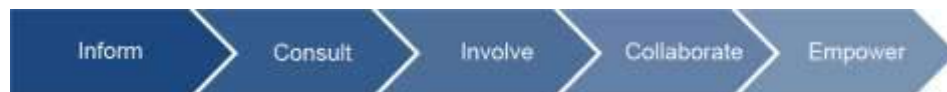
The CLP will be updated every six months and uploaded to the CCC website at each update milestone. Updates must consider:

- changes in the design and construction programme;
- changes in stakeholder and community needs; and
- changes in contractor activities and stakeholder and community information requirements.

The CLP will include, as sub-plans, separate "Stakeholder and Community Involvement Plans" that are specific to separate projects and contractor activities.

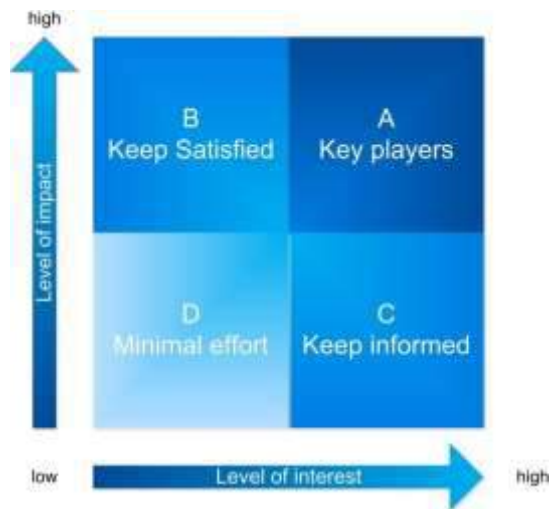
### 9.8.2 Guiding community liaison principles

The management of community liaison issues for the St. Kevin's Hospital Residential Scheme Development positions the community at the centre of the community liaison effort. The approach taken is based on extensive mapping of stakeholder impacts and interests in the works. Community liaison activities outlined in this plan sit in the 'inform' and 'consult' part of this spectrum. A critical success factor for the effective management of community liaison issues during the project will be the alignment of the community liaison approach and responses with broader project approach. From the stakeholders' perspective this will create a seamless response to all contacts. It also ensures a coordinated risk management approach.



### 9.8.3 Stakeholder mapping and analysis

Stakeholder mapping and analysis will be undertaken to identify those who may potentially experience the greatest impacts (both positive and negative) and those with an interest in the works. Stakeholders will continue to be identified and categorised according to their levels of impact and interest, using an industry standard stakeholder analysis tool below:



The stakeholder analysis tool categorises stakeholders in the following way:

- **Category A** – Stakeholders with a high level of impact (positive and negative) and interest in the development – local residents | households and businesses (within a 200m radius of the construction zones), CCC, other agencies including utility providers, transport agencies and An Garda Síochána;
- **Category B** – Stakeholders with a high level of impact (positive and negative) but a lower level of interest in the development – including nearby residents and businesses beyond a 200m radius and within a 500m radius
- **Category C** – Stakeholders who have considerable interest in the development but a relatively low level of impact; and
- **Category D** – Stakeholders with comparatively little impact and little interest in the development.

For the purposes of the CLP, key stakeholders to be addressed are Category A and B stakeholders. This strategy subject to re-evaluation through periodic review of the CLP or in response to potential response from a wider area.

#### 9.8.4 Community Liaison Officer – Contractor (CLO)

The CLO functions will include but not be limited to the following:

- Main point of contact for the DCLO in respect of their site, works on-going and upcoming;
- Attendance at weekly DCLO meeting (or nominate a representative sufficiently briefed on relevant matters if unable to attend);
- Main point of contact for public and key stakeholders in relation to site specific issues – their contact details will be provided to DCLO and be noted at the entrance to the site and provided to CCC for listing on their webpage;
- Updating the DCLO in relation to any interface with key stakeholders on any site-specific issues/queries; and
- Manage a log of complaints/issues (if any) that arise on their site including actions to resolve and inform the DCLO as part of an agreed Complaints Procedure.

#### 9.8.5 Issues related to the project works, temporary works and construction activities

The DCLO will monitor key issues while working closely with the construction and environment teams to understand and assess issues as they arise throughout the project.

Project works	Temporary works	Construction activities
<ul style="list-style-type: none"> <li>Traffic changes</li> <li>Air quality</li> <li>Waste</li> <li>Noise and vibration</li> <li>Soils and groundwater</li> <li>Car parking, transport and access</li> <li>Local business impacts</li> <li>Local resident impact</li> <li>Human health</li> <li>Hazards and risks</li> </ul>	<ul style="list-style-type: none"> <li>Traffic changes</li> <li>Air quality</li> <li>Waste</li> <li>Noise and vibration</li> <li>Soils and groundwater</li> <li>Car parking, transport and access</li> <li>Local business impacts</li> <li>Local resident impact</li> <li>Human health</li> <li>Hazards and risks</li> </ul>	<ul style="list-style-type: none"> <li>Team members and subconsultants to flag issues with the DCLO and CLO</li> <li>Contractor personnel and subcontractors to behave appropriately at all times</li> <li>Maintain terms of agreement and protocol</li> </ul>

#### 9.8.6 Communication procedure

The objective of communication procedures will be to:

- Maintain effective working relationships and mutual trust between key stakeholders during construction;
- Promote the free flow of timely and appropriate information in all directions between key stakeholders in order to try to anticipate and resolve any potential issues before they arise;
- Evaluate the results of monitoring activities on a periodic basis;
- Oversee a Community Complaints Procedure, ensuring appropriate responses from the contractor are forthcoming;
- Identify and respond to matters raised by local residents or which may arise as a result of the monitoring;
- Construction staff will be encouraged to remove all Personal Protective Equipment (PPE) and use wash down facilities before leaving the site;
- Land Development Agency recognise the importance of the community liaison role in ensuring the smooth running of activities and in relation to residents and public services. Important key issues in ensuring good relations are:
  - correct points of contact, information and liaison;
  - responsiveness to contacts and information;
  - good housekeeping in all aspects of the operations; and
  - keeping people informed of site operations, through regular meetings, mail drops & newsletters will help create good relationships and co-operative atmosphere.

- The contractor is required to ensure that all agents, supply chain contractors, suppliers under their control etc. act in a manner to minimise disruption to the surrounding locality ;
- The contractor will be responsible for establishing relationships with relevant parties, and communicating with each as appropriate throughout the pre-construction, construction and operation phases of the development. The contractor Public Relations Coordinator who will support the CLO to:
  - ensure all communications are relayed back to CCC for insertion in their webpage as part of the communications strategy to ensure CCC are aware ahead of any potential communications from local residents and property owners.
  - be a point of immediate contact for neighbours and stakeholders;
  - undertake regular briefings with neighbours on progress, monitoring reports (noise | vibration) and any corrective issues;
  - liaise with CCC and emergency services as appropriate;
  - liaise with An Garda Síochána, particularly in relation to traffic movements and permits; and
  - prepare a site progress meeting report section on neighbourhood issues.
- Efficient signage, maintenance and cleanliness of services and temporary facilities will be given high priorities within the overall scheme of the liaison strategies for the project. Due to the nature of construction works it is essential to operate Good Neighbour Policies. Key aspects of a Good Neighbour Policy include:
  - early implementation;
  - good client, staff and neighbourhood liaison;
  - reduction of nuisance factors;
  - clear access for neighbouring premises;
  - clear and concise information; and
  - designated liaison officer.

#### **9.8.7 Monitoring and evaluation construction activities**

In keeping with the requirements of the CLP, the DCLO will establish continuous evaluation, monitoring and reporting systems. The purpose of monitoring and evaluation is to verify and validate the successful delivery of stakeholder and community liaison activities.

The figure below provides an overview of the approach to the monitoring and evaluation process.

It seeks to demonstrate that evaluation is a process, not a product, and is integrated into all stages of programming the community liaison activities (designing, monitoring, and reflecting on success). The information generated can be utilised to adaptively manage the consultation methodology (formative), and to communicate | report, discuss, theorise and redesign.

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St Kevin's Strategic Housing Development at the former St. Kevin's Hospital and  
Grounds, Shanakiel, Cork



The monitoring and evaluation process established will capture and report on qualitative and quantitative evaluation measures, for example:

- Frequency and types of consultation and profile of those involved;
- Positive and negative feedback (logged through the CLO and reported to the DCLO);
- Take-up of consultation and engagement process, to assess suitability of the activities; and
- Quality, accuracy and legibility of communications material presented.

9.8.7.1 Sample indicators for monitoring and evaluation activities

Objective	Target	Strategy	Indicator	Target
Timely response to all stakeholder enquiries and complaints	As per the requirements of planning	Adhere to the requirements of planning	Number (and percentage) of responses provided within time limit	100%
Documentation of responses and actions	As per the requirements of consultation	Adhere to the requirements planning	All responses and actions documented	100%
Quality – information and experience and satisfaction	<ul style="list-style-type: none"> <li>▪ All interested stakeholders have opportunities to participate in consultation</li> <li>▪ All interested stakeholders have opportunities to lodge feedback and complaints</li> <li>▪ Stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>▪ Adherence to CLP</li> <li>▪ Provision of feedback to stakeholders during liaison activities</li> </ul>	<ul style="list-style-type: none"> <li>▪ High levels of participation across identified stakeholder groups</li> <li>▪ High levels of stakeholder satisfaction</li> </ul>	90%



	advised how their feedback would be used			
Appropriateness – for stakeholder, needs, level of interest   impact and expectations	<ul style="list-style-type: none"> <li>Feedback and complaints were adequately considered and informed construction activities</li> <li>Responses addressed issues and concerns raised</li> <li>Liaison activities met stakeholder requirements and expectations</li> </ul>	<ul style="list-style-type: none"> <li>Adherence to CLP</li> <li>Monitoring and analysis of issues and responses in line with planning</li> <li>Provision of feedback to stakeholders during consultation activities</li> </ul>	<ul style="list-style-type: none"> <li>Alignment of issues and responses</li> <li>High levels of stakeholder satisfaction with response mechanisms</li> </ul>	90%

## 10 Contractor compliance requirements

### 10.1 Planning compliances\*

(\*Applicable to those design elements where a contractor bear design responsibility i.e. specialist contractors | suppliers) - The contractor must in their planning and execution of the works take ownership for the requirements set out in the Grant of Planning Permission, so conditions are complied with completely.

### 10.2 Statutory compliances

As a minimum, all aspects of works and project facilities must comply with good industry practice, statutory instruments and all necessary consents including but not limited to the following:

- Cork City Development Plan, 2015-2021;
- The Safety, Health and Welfare at Work Act 2005;
- The Safety, Health and Welfare at Work (Commencement) Order 2012;
- The Factories Act 1955;
- The Safety in Industry Act 1980;
- The Safety, Health and Welfare at Work (General Applications) Regulations, 2007-2020;
- The Safety, Health and Welfare of Work (Construction) Regulations, 2013-2020;
- The Construction Products Regulation (CPR), 2013;
- All legislation and guidance relevant to the Covid 19 outbreak;
- BS 6187:2011 Code of Practice for Full and Partial Demolition;
- The Building Control (Amendment) Regulations, 2014-2017;

- Any recommendation | Code of Practice etc. made by the Health and Safety Authority (HSA) or equivalent HSE publication;
- BS 5228: Noise and Vibration Control on Construction and Open Sites: 2009 + A1 2014 (BS 5228-1);
- Law and Good Industry Practice on Disability including those of the National Disability Authority;
- Fire Services Act, 1981;
- Good Industry Practice in respect of Fire;
- Requirements of Utility Providers, and the HSA;
- Relevant Irish Standards ("Irish Standards"), British Standards ("British Standards"), Codes of Practice ("Codes of Practice"), EU Directives ("Directives") or equivalent European Standards ("European Standards");
- Building Research Establishment Digest Recommendations;
- Local Byelaws and Regulations;
- The Building Control Acts 1990 and 2007 including all relevant subordinate legislation made under these Acts (and any amendment or re-enactment of such Acts (the "Building Regulations"));
- Regulations and requirements of all relevant authorities;
- All equipment for use in a potentially explosive atmosphere must be appropriate for the environment and must comply with the EU 'Atex' Directive;
- All BSRIA Publications;
- All HVCA Publications;
- ETCI - National Rules for Electrical installations;
- CIBSE Publications- Guides, Codes, Technical Memoranda, Application Guides, Lighting Guides, etc.;
- ASHRAE guidance for specific Mechanical Systems and Components (where more comprehensive than CIBSE); and
- Working Time Directive, 2003.

Land Development Agency will only appoint competent contractors to complete works. Contractors are responsible to positive monitor works ensuring consistently high standards of safe planning, temporary works design as necessary, works management and workmanship. The level of interaction and frequency of inspection is based on assessed levels of risk arising from the works. All contractors are reminded of the need to progress all works in accordance with health & safety regulatory requirements.

### **10.3 Construction stage requirements**

#### **10.3.1 Construction stage document requirements**

The contractor must provide prior to commencement of any works on the development the following information to the Land Development Agency for written acknowledgment:

- A Construction Management Plan that conforms with this requirement of this OCMP;
- The Construction Management Plan must be submitted for the site to the Planning Authority and CCC for agreement in writing, prior to commencement. In this regard the Construction

Management Plan shall include a site-specific site Construction Traffic Management and Community Liaison Plan. Plans shall provide details of intended construction practice for the development. Typical information requirements include:

- location of the site and materials compound(s) including area(s) identified for the storage of construction refuse;
  - location of areas for construction site offices and staff facilities;
  - location of any settlement tank with associated discharge licence;
  - details of site security fencing and hoardings;
  - details of appropriate numbered on-site car parking facilities for site workers during the course of construction;
  - details of the timing and routing of construction traffic to and from the construction site and associated directional signage, to include proposals to facilitate the delivery of abnormal loads to the site;
  - measures to obviate queuing of construction traffic on the adjoining road network;
  - measures to prevent the spillage or deposit of clay, rubble or other debris on the public road network, will be managed through a combination of a full-time road sweeper, wheel wash, automated spray booth provision at the site entrance and good waste management practice employment by the contractor;
  - alternative arrangements to be put in place for pedestrians and vehicles in the case of the closure of any public road or footpath during the course of site development works;
  - provision of parking for existing properties during the construction period;
  - details of appropriate measures to alleviate impacts measures for noise, dust and vibration, and monitoring of such levels;
  - containment of all construction-related fuel and oil within specially constructed bunds to ensure that fuel spillages are fully contained. Such bunds shall be roofed to exclude rainwater;
  - off-site disposal of construction | demolition waste and details of how it is proposed to manage excavated soil; and
  - means to ensure that surface water run-off is controlled such that no silt or other pollutants enter local surface water sewers or drains.
- Land Development Agency will appoint an individual | business that will be responsible to undertake and record daily checks to ensure works are undertaken in accordance with the OCMP. Records are to be kept for inspection by the Planning Authority;
  - Copy of AF2 notification to the Health and Safety Authority for the site;
  - Site specific Construction Stage Health and Safety Plan for the site – the contractor as PSCS must produce and submit in soft copy in advance of the works commencing a construction-stage health and safety plan for acknowledgement by Land Development Agency. Each plan will be assessed on an ongoing basis during construction to account for the dynamic evolution of the project and adherence to agreed temporary work measures (demolition, groundworks, service diversions, traffic management etc.) and site rules;
  - Site specific contaminated material | hazardous material strategies (as required);
  - Approved commencement documentation as required by the Building Control (Amendment) Regulations, 2014 to 2017 and | or similar statutory or regulatory documentation;

- Site specific Safety Statement;
- Names of personnel including shadow and support staff responsible for discharging the role of PSCS, site safety, health, welfare and first aid personnel;
- Written confirmation from Land Development Agency that the contractor proposed site establishment complies with project requirements. If non-compliances are subsequently identified corrective actions must be remedied at the cost of the contractor;
- Evidence of the required insurances being in place;
- Confirmation (in advance of commencement) to confirm that previous works on site have been assessed to ensure compliance with as-built information;
- Details of the contractor contact details for subsequent payments;
- Proposed samples for approval of the design team and Land Development Agency;
- Permit to work submittals such as method statements, risk assessments and applications for works outside the St. Kevin's Hospital Residential Scheme Development site redline boundary; and
- Complete Client Safety File.

### **10.3.2 Construction stage health and safety plan**

The plan document must be project-specific and must incorporate the requirements of the strategies within this OCMP. The contractor must ensure their plan enables the location of its entire compound within its site as per the demised area and other areas outside the red line boundary where e.g. MEP, ICT etc. will be required to operate at defined interface points. Each plan, at a minimum must include at least the following sections:

- Project directory and communications protocols proposed to be used with Land Development Agency in response to the necessary Communication Strategy;
- Site establishment plan including any proposed phasing / staging of site compound areas – identifying the location of, inter alia, the building footprint, site offices, welfare facilities for operatives and staff, materials storage, component assembly area, waste skips or similar, craneage / hoists / scaffolding, generator / pumps etc. The layout of same must be agreed in advance with Land Development Agency with focus on the proposed location of potential noisy / dust creating equipment such as pumps & generators, and potential impacts on the progress or uses of nearby residential properties;
- Contract programme as previously agreed with Land Development Agency;
- Risk Management Strategy – listing of specific site risks, the contractor must present a weighted risk matrix based on their evaluation of risks particularised to its specific works and the site;
- Deliveries Strategy - including swept path analysis (projection of HGV vehicle movements linked to the contract programme for the duration of the works), proposals for just-in-time deliveries, and its proposals to avoid impacts on traffic passing around the perimeter and through the site;
- Storage Strategy – developing the deliveries strategy to minimise storage requirements, but also addressing protecting and securing the components;
- Waste Management Strategy – addressing the requirements to implement, reduce, re-use recycle strategy and identifying the proposed location of skips etc. The strategy must address proposed mechanisms to avoid rodents inhabiting the site;

- Fire & Emergency Plan – planning and execution of the works in a manner which avoids impact on operational continuity of St. Kevin's Hospital Residential Scheme Development must particularise these proposals to the works in question and any risks identified in identifying and managing the respective project's risks;
- Storm-water Management Plan – designing and implementing agreed construction site storm-water runoff control, post construction site storm-water management, pollution prevention | good housekeeping etc.;
- Temporary Works Register - this register must be submitted at pre-start by the contractor to the Project Manager and PSDP. The register is to be updated during the construction period in coordination with the Project Manager and PSDP;
- Temporary Connections Plan – for the avoidance of doubt, the contractor shall not be permitted to source temporary connections for utilities or draw power or water from the permanent infrastructure supplies unless otherwise agreed. Arrangements must instead be made for generators and similar temporary installations;
- Temporary Traffic Management Plan and swept path analysis – the contractor must carry out a swept path analysis for the St. Kevin's Hospital Residential Scheme Development site using design plans and take account of the expected vehicles that will enter and exit the site during the construction project. The contractor must demonstrate how vehicles can operate safely within the traffic management proposal of the site and wider permanent roadways;
- Overhead Lifting Plan – the contractor is obliged to obtain approval from CCC regarding their use of cranes (mobile, self-erecting, tower etc.) if the slewing capacity of these lifting appliances breach or travel over or near to neighbouring properties;
- Community Liaison Plan - responding to the Land Development Agency Good Neighbour Charter and Section 9.8 commitments;
- Noise, Dust & Vibration Measures to alleviate impacts Plan - attention is to be given to the impact on neighbours, immunosuppressed neighbours & members of the public, roadway structures and occupants of adjacent buildings; and
- Covid 19 Management Plan to ensure works are safe and without risk in compliance with Irish Government, HSE, ECDC, WHO and CIF guidelines and safe operating procedures; and
- Invasive Species Management Plan - Invasive alien plant species have been found on the site. The contractor must adhere to the recommendations on how to deal with this in the Invasive Plant Solutions '*Invasive Alien Plant Species: Site Assessment Report & Management Plan*' Report (November 20).

### 10.3.3 Client Safety File

The Client Safety File is information collated by the PSDP under Regulation 13(a) & (b) of the Safety, Health and Welfare at Work (Construction) Regulations, 2013 to 2020. The Safety File is a record of information for the end user of the development which focuses on safety and health in relation to the day-to-day usage, maintenance, alteration and demolition of each structure within the development site. The information contained within the file shall alert those responsible for the design of new structures and services of any significant risks to safety and health that shall be addressed during detailed design development.

The Safety File document must be held in PDF format while also being capable of handling BIM (Level 2) documentation, Revit, AutoCAD, MS Word, Excel files etc. To make this task achievable co-operation between and co-ordination of all the relevant parties is of essential, right from the outset of the project. The design & build contractor is responsible under

Regulation 21 for the co-ordination of arrangements among contractors to ensure the provision of relevant information, in writing, thus enabling the completion of the safety file. The BCaR information needs list is separate to the Client Safety File. The format and quantum for each Block | Structure will be agreed | provided during pre-contract stage with the preferred contractor.

#### **10.3.4 Site utilities**

Existing services will be identified from the utility bodies, current service drawing records and by use of a full-service sweep of the buildings and surrounds. These will be retained on site for reference. As appropriate, applications will be submitted for power, drainage and water connections through the relevant CCC departments. The contractor will be required to review and advise on:

- Electricity: - completed application form for temporary supplies and informing the Power Supply Company of the required power on dates and the dates at which the new supply connection is required. An application will be made to the ESB and relevant power networks for the temporary supplies required for the construction works;
- Water: - applications for final water connection and | or metering. An application will be made to Irish Water for a new water supply required for a temporary construction supply. An application will be submitted for the final connection. This will be a water supply up to the site boundary and terminate with an isolator. From the isolator, the mechanical contractor will run a new pipe and enter the plant room where a double valve and mains isolator will be installed. All underground pipework is to be disinfected in accordance with Water Supply (water fittings) Regulations 199 (SI 1999, 1148);
- Wastewater: - reviewing means for disposal of wastewater. Connection to the Local Authority sewer for both temporary supply and for permanent supply will be lodged with CCC;
- Telecommunications: - advising the contractor's head office on the number of telephone lines required for broadband, phones, faxes and computers. The contractor will then apply for the lines and advise on the installation date; and
- Gas Supply: - completing the various form for the new Gas Supply main for the development from the existing site boundary location and connection to the mechanical systems in a timely manner to allow for testing, commissioning and to aid drying out of the building.

The contractor will work together with their temporary electrics sub-contractor to establish the total power requirements for the site.

## **11 Construction and environmental management**

### **11.1.1 Means to ensure surface water runoff is controlled so no slit enters public drains | ponds | water sewers**

This environmental matter is covered in detail the Outline CEMP O'Callaghan Moran & Associates Report (November 2020).

## **12 Traffic management**

The level of construction traffic directly associated with the St. Kevin's Hospital Residential Scheme Development will vary over the course of the construction programme and the following section presents the projected volume of traffic generated during the peak construction activity only.

## **12.1 Peak construction period**

Excavation and earthworks activities represent the most onerous construction stages in terms of construction traffic for the site. The traffic impact of the likely increase in traffic associated with the construction of the proposed development has been assessed. Specific details of construction traffic management plans will be provided in the detailed Construction Management Plan prepared by the contractor. The reduced dig excavation and construction of the floor slab areas will require a large quantity of excavation haulage movements with concrete, steel and roofing member deliveries replacing excavation vehicle numbers thereafter. It is important to note that the proposed phasing plan will alleviate against any large truck movements, due to contractor only working in quadrants at a time.

## **12.2 Construction traffic generation**

As noted above, the peak construction period will occur during the reduced dig excavation and construction of the podium structures. These construction works will generate traffic from the following activities:

- Reduced dig excavation;
- Delivery of concrete;
- Delivery of steel;
- Miscellaneous deliveries;
- Staff; and
- Site visitors | unscheduled visitors.

### **12.2.1 Delivery of concrete**

There will be a significant number of concrete movements associated with staff and raw material deliveries to the site.

### **12.2.2 Delivery of steel**

Steel reinforcement is required for the construction of the foundations. It is anticipated that the site will generate 2-3 steel trucks a week. Movement numbers will be alleviated by the proposed phasing plan.

### **12.2.3 Contractor staff**

Shanakiel has good accessibility. It is therefore Proposed that a proportion of staff will travel to and from the site by public transport and other alternative modes. No parking will be permitted in the surrounding residential areas and all will be accommodated on site. It is robustly assumed that 70% of staff will arrive to site by car | van with 30% of this percentage car-pooling or arriving in people carriers. It is estimated that during the peak construction activity, subject to phasing, a maximum of between 150 - 200 staff will be working on the development.

## **12.3 Total construction traffic generation**

### **12.3.1 Construction traffic distribution**

It is assumed that all construction traffic entering the site will arrive from Shanakiel Road.



### **12.3.2 Construction traffic impacts**

#### *12.3.2.1 Impact of works on neighbouring property access*

Access to all neighbouring properties will be maintained through all stages of construction (refer to proposed phasing plan in Appendix A). Details of the traffic management arrangements will be contained within the site-specific Construction Traffic Management Plan that will be submitted to CCC by the contractor.

### **12.4 Construction traffic measures to alleviate impacts**

#### **12.4.1 Construction traffic strategy**

Construction traffic will be limited to certain routes and times of day, with the aim of keeping disruption to existing traffic and residents to a minimum. To minimise disruption to the local areas, construction traffic volumes will be managed through the following measures:

- During peak hours, ancillary, maintenance and other site vehicular movements will be discouraged.
- Daily construction programmes will be planned to minimise the number of disruptions to surrounding streets by staggering HGV movements to avoid queuing;
- Access to neighbouring properties will be maintained through all stages of construction;
- Abnormal site deliveries will be coordinated with CCC in consultation with local residents as per CLO requirements;
- Site staff parking will be provided onsite; and
- The contractor will be required to promote travel by sustainable modes of transport.

### **12.5 Construction traffic management plan (CTMP)**

A CTMP has been prepared for the development by ILTP and is included in a separate report within the planning submission application. This plan will be further developed by the contractor at appointment. Discussed below are a number of issues, information on which are to be included in each Traffic Management Plan as set out and guided by the Dublin City Council document '*Directions for the Control & Management of Roadworks in Dublin City*'.

#### **12.5.1 Movement of machinery and plant**

The contractor shall determine safe internal haul routes within their site area, including the locations for crossing any public roadways as part of their agreement with CCC prior to construction. The contractor must provide an appropriate number of competent Banksman to specifically manage (as necessary) vehicle movements at these locations as they have been found to pose risks arising from proximity of works roadway users, pedestrian movements (construction personnel and members of the public). Contractors must not move machinery and plant across public roads in areas other than designated agreed crossing locations.

#### **12.5.2 Loading | unloading locations**

Vehicles must be loaded and unloaded within the demised site area (i.e. within the site boundary red line). All deliveries and collections must be overseen and managed for the contractor by a nominated competent person. The contractor must consider and explain how to manage the impacts on vulnerable persons, cyclists, pedestrians, other road users, and any affected roadway infrastructure.

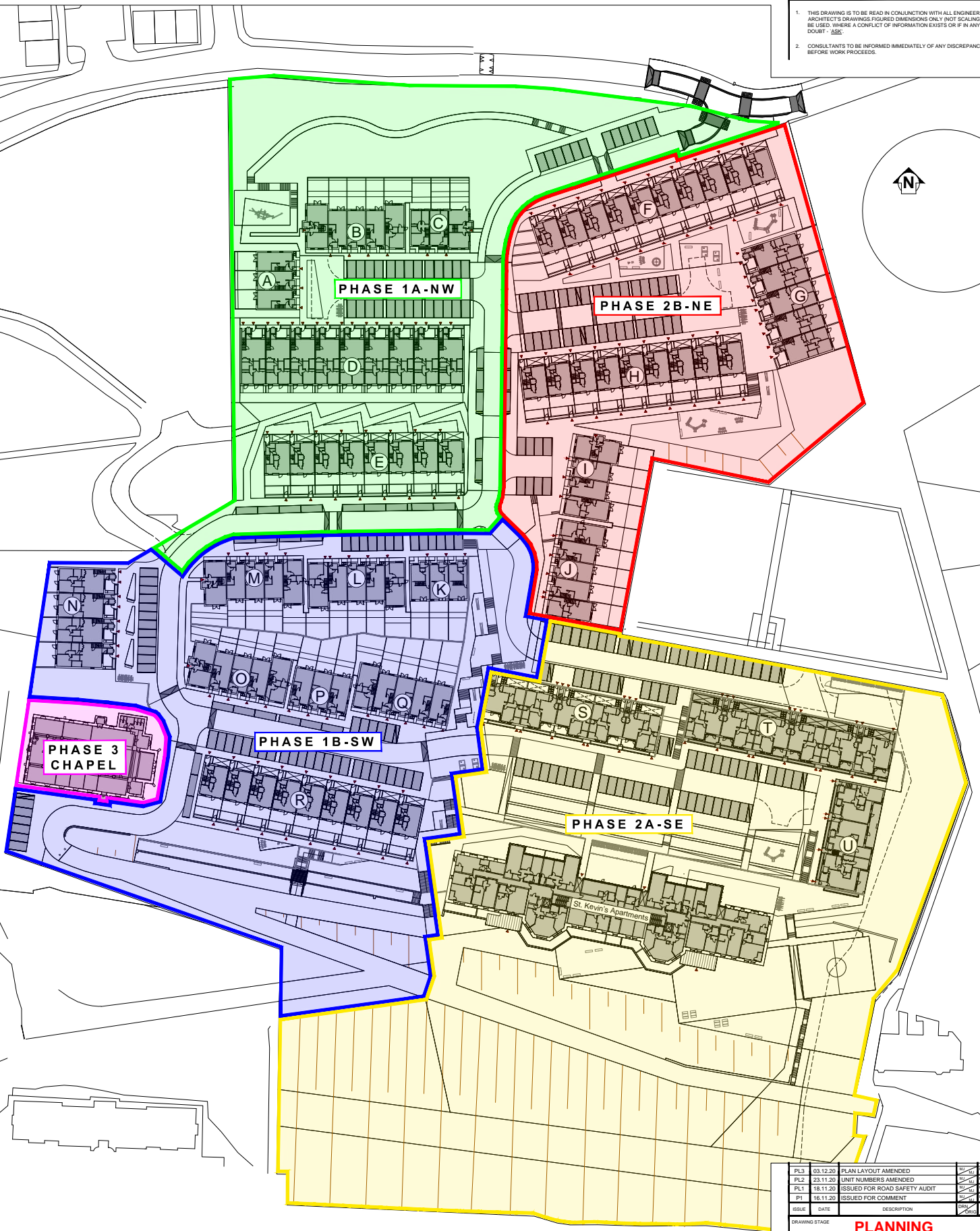


## **Appendix A – Proposed Phasing Plan**

---

# NOTES

1. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL ENGINEERS & ARCHITECT'S DRAWINGS FIGURED DIMENSIONS ONLY NOT SCALING TO BE USED. WHERE A CONFLICT OF INFORMATION EXISTS OR IF IN ANY DOUBT - ASK.
2. CONSULTANTS TO BE INFORMED IMMEDIATELY OF ANY DISCREPANCIES BEFORE WORK PROCEEDS.



PHASE	NO. OF DWELLING UNITS
PHASE 1A-NW	45no. UNITS
PHASE 1B-SW	52no. UNITS
PHASE 2A-SE	112no. UNITS
PHASE 2B-NE	57no. UNITS
PHASE 3	ENTERPRISE OFFICE CENTRE (630sq.m)

## PROPOSED PHASING PLAN

SCALE @ A1: 1:500  
SCALE @ A3: 1:1000

ISSUE	DATE	DESCRIPTION	DRW	P.E.
PL3	03.12.20	PLAN LAYOUT AMENDED	✓	✓
PL2	23.11.20	UNIT NUMBERS AMENDED	✓	✓
PL1	18.11.20	ISSUED FOR ROAD SAFETY AUDIT	✓	✓
P1	16.11.20	ISSUED FOR COMMENT	✓	✓

DRAWING STAGE **PLANNING**

**BM** BUILDING MANAGEMENT  
Sandywell House, 52-54 Lower Sandwell Street, Dublin 2, Ireland.  
Tel: (01) 477 3200 Fax: (01) 477 3164  
London Office: 12 Mill Street, London SE1 2AY, United Kingdom  
Tel: (0044) 20 7560 3030  
Consulting Engineers, Civil, Structural, Project Management & more. [bmco@btconnect.com](mailto:bmco@btconnect.com) Web: [www.bmco.ie](http://www.bmco.ie)

**ACEI** ASSOCIATION OF CONSULTING ENGINEERS

CLIENT **LAND DEVELOPMENT AGENCY**

PROJECT TITLE **ST. KEVIN'S, SHANAKIEL, CORK** BM PROJECT No. **19305**

MODEL REFERENCE **19305-BMD-ZZ-XX-DR-C-1050** MODEL REV **P1** SUITABILITY **S0**

DRAWING TITLE **PROPOSED PHASING PLAN**

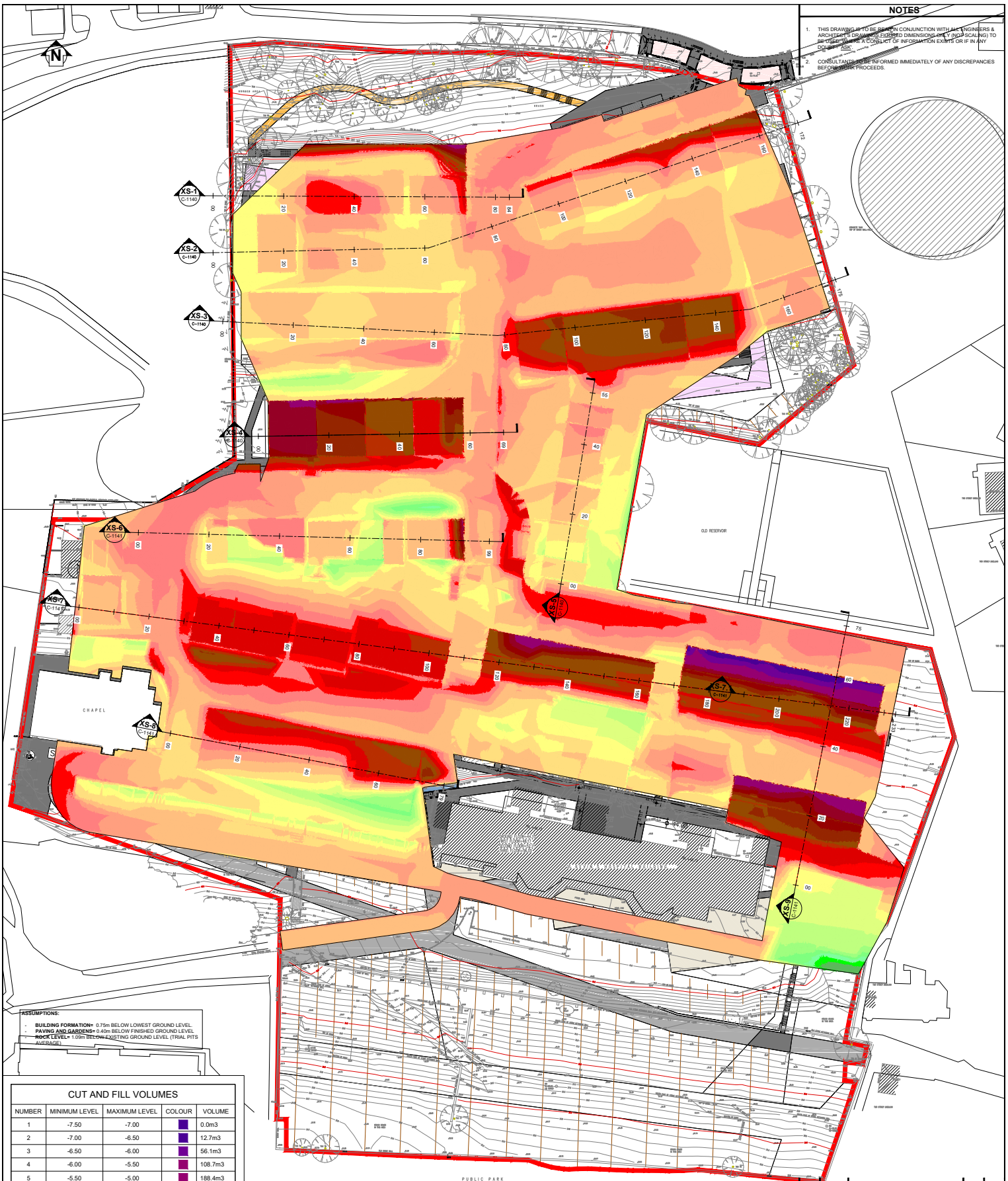
DRAWING No. **19305-BMD-ZZ-XX-DR-C-1050** ISSUE **PL3**

## **Appendix B – Excavation Map Drawing**

---

# NOTES

- THIS DRAWING IS TO BE SEEN IN CONJUNCTION WITH ALL ENGINEERS & ARCHITECTS' DRAWINGS. DIMENSIONS AND SCALE SHALL BE GOVERNED BY THE LATEST EDITIONS OF THE DIMENSIONING AND SCALING TO BS 1191:2015.
- CONSULTANTS SHALL BE INFORMED IMMEDIATELY OF ANY DISCREPANCIES BEFORE WORK PROCEEDS.



ASSUMPTIONS:  
 - BUILDING FORMATION= 0.75m BELOW LOWEST GROUND LEVEL  
 - PAVING AND GARDEN= 0.4m BELOW FINISHED GROUND LEVEL  
 - ROCK LEVEL= 1.05m BELOW EXISTING GROUND LEVEL (TRIAL PITS AVERAGE)

## CUT AND FILL VOLUMES

NUMBER	MINIMUM LEVEL	MAXIMUM LEVEL	COLOUR	VOLUME
1	-7.50	-7.00		0.0m <sup>3</sup>
2	-7.00	-6.50		12.7m <sup>3</sup>
3	-6.50	-6.00		56.1m <sup>3</sup>
4	-6.00	-5.50		108.7m <sup>3</sup>
5	-5.50	-5.00		188.4m <sup>3</sup>
6	-5.00	-4.50		323.0m <sup>3</sup>
7	-4.50	-4.00		493.4m <sup>3</sup>
8	-4.00	-3.50		715.8m <sup>3</sup>
9	-3.50	-3.00		1209.8m <sup>3</sup>
10	-3.00	-2.50		1836.9m <sup>3</sup>
11	-2.50	-2.00		2608.0m <sup>3</sup>
12	-2.00	-1.50		3469.1m <sup>3</sup>
13	-1.50	-1.00		4703.2m <sup>3</sup>
14	-1.00	-0.50		6822.5m <sup>3</sup>
15	-0.50	0.00		10672.7m <sup>3</sup>
16	0.00	0.50		3084.8m <sup>3</sup>
17	0.50	1.00		1531.9m <sup>3</sup>
18	1.00	1.50		702.4m <sup>3</sup>
19	1.50	2.00		295.5m <sup>3</sup>
20	2.00	2.50		108.6m <sup>3</sup>
21	2.50	3.00		47.2m <sup>3</sup>
22	3.00	3.50		26.1m <sup>3</sup>
23	3.50	4.00		16.5m <sup>3</sup>
24	4.00	4.50		5.9m <sup>3</sup>

GROSS ROCK CUT= 14 751m<sup>3</sup>  
 GROSS SOFT CUT= 16 478m<sup>3</sup>

TOTAL GROSS CUT= 33 221m<sup>3</sup>

GROSS FILL= 5 819m<sup>3</sup>

TOTAL GROSS FILL= 5 819m<sup>3</sup>

TOTAL NET CUT= 27 402m<sup>3</sup>

## CUT AND FILL EXERCISE TO FORMATION LEVEL

SCALE @ AT: 1:1  
 SCALE @ AT: 1:2

P1	10.03.20	FOR INFORMATION		
ISSUE	DATE	DESCRIPTION	BY	CHECKED
DRAWING STAGE: <b>PRELIMINARY</b>				
<b>BM</b> Dublin Office: Sandwell House, 50-54 Lower Sandwell Street, Dublin 2, Ireland. Tel: (01) 877 3200 Fax: (01) 877 3184 London Office: 12 Mill Street, London SE1 2AY, United Kingdom Tel: (02044) 904 5413 2722 Consulting Engineers Civil / Structural / Project Management E-mail: bmon@bmcc.ie Web: www.bmcc.ie				
<b>INSTITUTION OF STRUCTURAL ENGINEERS</b>				
<b>ACEI</b>				
CLIENT: <b>LAND DEVELOPMENT AGENCY</b>				
PROJECT TITLE: <b>ST. KEVINS, SHANAKIEL, CORK</b>			BM PROJECT NO: <b>19305</b>	
MODEL REFERENCE: <b>BM-C10-M-PROPOSED SURFACE (FORMATION LEVELS)</b>			MODEL REV: <b></b> SUSTAINABILITY: <b></b>	
DRAWING TITLE: <b>CUT AND FILL EXERCISE TO FORMATION LEVEL</b>				
DRAWING NO: <b>STK-BMD-ZX-DR-C-1041</b>				ISSUE: <b>P1</b>

## **Appendix C – CIF Covid 19 Safe Operating Procedures**

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# SOP V5

Construction  
Sector  
C-19 Pandemic  
**Standard  
Operating  
Procedures**

**Version 5 : November 2020**

(Users should refer to CIF website to ensure  
they are referring to the most current edition)

# Disclaimer

**The Construction Industry Federation (which shall include their servants and agents and any policy committees of the Construction Industry Federation) (“CIF”) has devised a plan the intention of which is to provide a standardised approach to commencing construction projects in Ireland which incorporates the COVID-19 public health requirements (“the plan”). The use of the plan is subject strictly to the following:**

- 1.** CIF does not give any warranty representation or undertaking as to the efficiency usefulness, safety or commercial or technical viability of the plan.
- 2.** All content is for information purposes only and not intended to supersede applicable regulations, nor provide medical or legal advice. CIF makes no representation and gives no warranty as to the accuracy or completeness of any information and/or advice or recommendation contained within the plan and the members attention is drawn to the fact that Government Guidance is changing as knowledge of the COVID-19 virus increase.
- 3.** CIF will not be liable for any losses (direct or indirect) howsoever arising from adoption or implementation of the plan or any aspect of it, or for any injuries , damages, costs and/or expenses arising from the implementation of or use of the plan or any aspect of it.
- 4.** The plan and all information provided is for information purposes only and not intended as a substitute for members and or users carrying out a full risk assessment and review and ensuring that all legal, contractual, safety, welfare at work and health requirements are implemented and complied with in respect of any recommencement of works whether on site or elsewhere and in respect of any use of the plan or any part of it.
- 5.** Any party utilising the plan should take their own independent legal, business and other advice in relation to the applicability or appropriateness of the plan to their individual circumstances or businesses and the CIF does not accept any liability for the use of the plan or its appropriateness for any individual businesses.

## DOCUMENT CONTROL

Version	Date of Revision	Detail of Amendments (Section; Description)
2	11.05.2020	<ul style="list-style-type: none"> <li>Added reference to Covid 19 Specific National Protocol for Employers and Workers</li> <li>Added reference to Site Safety Representative</li> <li>Added reference to instruction in hand hygiene</li> <li>Added reference to disposable gloves</li> <li>Revised requirement for return to work declaration</li> <li>Added reference to recording of site attendees</li> <li>Added reference to vertical social distancing</li> <li>Updated close working</li> <li>Updated sample declaration form</li> </ul>
3	20.05.2020	<ul style="list-style-type: none"> <li>Added link to HSA templates / checklists</li> </ul>
4	August 2020	<ul style="list-style-type: none"> <li>Update Introduction</li> <li>Amended symptoms - smell / taste</li> <li>Updated info on travel</li> <li>Added promotion of HSE COVID Tracker app</li> <li>Updated links to cleaning information</li> <li>Updated face mask information</li> <li>Updated temp testing info</li> <li>Updated travel to /from work</li> <li>Added info a training - C 19 Officer / Lead Worker</li> <li>Revised guidance on Hi Viz for C19 Officer</li> <li>Updated symptoms comparison chart</li> <li>Added HSA advice on meetings</li> <li>Added guidance on contact tracing</li> <li>Added HSE guidance on case management</li> <li>Updated additional reading</li> <li>Updated C19 Questionnaire</li> </ul>
5	November 2020	<ul style="list-style-type: none"> <li>Generally updated links</li> <li>Section 7 renamed</li> <li>Introduction updated</li> <li>Updated symptoms</li> <li>Updated control measures</li> <li>Additions to Site Management Section</li> <li>Updated guidance on face coverings in Sec 6</li> <li>Added ESB induction as equivalent to CIF Induction</li> <li>Added bullet point to Travel to and from work</li> <li>Added advice against sharing computer equipment</li> <li>Updated advice on managing cases</li> <li>Updated return to work process</li> <li>Updated site awareness poster</li> <li>Sample - Site Response to Covid 19 Case action plan</li> </ul>

**Abstract:** This document has been developed by the CIF Safety and Health Subcommittee mindful of the best available guidance, nationally and internationally, and serves as a guide for the management of COVID-19 on a construction site for the duration of the pandemic. The actions set out in this document should be implemented in tandem with an amended Construction Stage Health and Safety Plan. The purpose of this document is to protect workers, their families and the community, whilst also recognising the need to protect livelihoods.



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# 1 Introduction

This is version 5 of the SOP - previous versions have served this industry well as the sector adopted the measures required. At the time of writing, the country has just commenced another 6 week lock down but the construction industry is privileged to remain open. This means that over 200,000 people can remain employed and support their families.

We thank all in the sector for their hard work to date but I want to take this opportunity to call on everyone, companies and workers, to double the efforts to ensure compliance.



The CIF interacts, on behalf of the industry, with politicians from all parties and members of the public. We have gained their trust by complying with the rules and supervising our sites. This trust is just as easily lost so it must be protected. We do this by doing what we have been doing since the pandemic commenced - setting out safe working arrangements and following them.

*Let's keep this going.*

## Tom Parlon

Director General  
Construction Industry Federation



## 2 What is Coronavirus / Key Control Measures?

COVID-19 is a new illness that can affect your lungs and airways. It's caused by a new (novel) Coronavirus virus called CoronavirusSARS-CoV-2. Current evidence suggests that the virus is significantly more infectious than the flu that circulates every winter. Viruses can be easily spread to other people and patients are normally infectious until all the symptoms have gone. COVID-19 may survive on surfaces for up to 72 hours.

**A combination of good personal hygiene and management of social distancing can protect from infection. This is at the core of this document.**

### Key Control Measures

*The following are key control measures required for managing the spread of the virus on construction projects:*

#### ► Symptoms

You must ensure that no person with symptoms attends site - reinforce this message regularly. The symptoms are - fever (high temperature), shortness of breath, breathing, loss or change to their sense of smell or taste.

According to the HSE, "most people can stop self-isolating when both of these apply:

- 1) *you have had no fever for 5 days*
- 2) *it has been 10 days since you first developed symptoms*

If you tested positive because you are a close contact, you may have no symptoms. In this case, you can stop self-isolating 10 days from the date of your test.

If you are caring for someone who cannot self-isolate you should restrict your movements for 17 days" (<https://www2.hse.ie/conditions/coronavirus/managing-coronavirus-at-home/self-isolation.html>).

It should be noted that experience has shown that COVID-19 is spread by people not showing symptoms.

Current HSE advice is available at <https://www2.hse.ie/conditions/coronavirus/close-contact-and-casual-contact.html#close>

## Key Control Measures *continued*

### ▶ **General Health**

Personnel living with “at risk groups” as defined by the Health Services Executive (HSE), must consider if there is a heightened risk from attending work.

### ▶ **Travel**

Persons returning to the island of Ireland should refer to the most up to date information and guidance from the HSE and the Department of Foreign Affairs. This information can be found at <https://www.gov.ie/en/campaigns/75d92-covid-19-travel-advice/>

### ▶ **HSE COVID Tracker App**

Companies should encourage employees to download the tracker app. Persons should download the HSE’s free Covid-19 tracker app for mobiles phones, by visiting Apple’s App Store or the Google Play Store. The mobile app uses Bluetooth to alert subscribers if they have been in close contact with another registered app user who has tested positive for Covid-19.

### ▶ **Hand Hygiene**

Ensuring everyone is washing hands regularly and thoroughly or sanitizing and sufficient facilities are provided and maintained to allow this to happen.

### ▶ **Social Distancing**

Ensuring workers maintain a minimum of 2 metre separation insofar as possible while working, when using toilets, canteens, drying rooms etc. Also, to promote social distancing when travelling to and from work (public transport, vans etc.), and in their daily lives, in order to limit exposure.

### ▶ **Cough Etiquette / Respiratory Hygiene**

Ensuring people cough / sneeze into sleeve or elbow, always cover up, dispose of tissues appropriately.

### ▶ **Cleaning**

Ensuring that all frequently touched objects and surfaces are regularly cleaned and disinfected.

### ▶ **Face Covering / Mask**

The wearing of a face covering / mask has been shown to reduce the rate of transfer of the virus .

***The above-mentioned control measures are elaborated on throughout this document and all individuals need to take personal responsibility to advise their employer of any symptoms immediately.***

Please bear in mind current public health guidelines when planning work activities, notably the existence of restrictions in accordance with the government’s **‘Resilience and Recovery 2020-2021: Plan for Living with COVID-19’**  
<https://www.gov.ie/en/campaigns/resilience-recovery-2020-2021-plan-for-living-with-covid-19/>

### 3 **Role of the Client**

---

The construction industry is largely a service industry. Contractors work for clients under a construction contract. In most instances, compliance with these Standard Operating Procedures (SOP) involves changes to the schedule or delivery programme for construction projects. Therefore, the implementation of these SOP's must have the support of the client and be implemented in accordance with the necessary contractual instructions from clients. A contractor cannot operate unilaterally and each site and project is unique in terms of its design and the tasks associated with its construction. Clients must therefore accept that adapting and complying with the good practice illustrated in this SOP has productivity

and cost implications. It is therefore recommended that as construction continues on site, a revised risk assessment is conducted by the client and contractor to ensure the project can recommence, revised delivery schedules are agreed, revised work programmes are agreed and/or any necessary contractual instructions are issued by the client which make it possible to comply with these SOP's.

On certain projects where the client and the builder are the same entity (such as housing projects) it is still recommended that a revised risk assessment is carried out before implementing these SOP's.

## 4 Health and Safety Documentation

Prior to construction projects commencing project health and safety documentation should be reviewed to ensure that the documentation is aligned with the measures as outlined in this "Construction Sector C-19 Pandemic SOP" and the COVID-19 Specific National Protocol for Employers and Workers, general / standard health and safety requirements, considering the constraints of COVID-19.

It is recommended that each PSCS / Contractor / Developer should document a specific COVID-19 Plan in line with this document and in consultation with the Client. The resulting plan should consider and address the level(s) of risk associated with the project and tasks that workers perform on site. On each project, the PSCS, in consultation with other contractors, will appoint COVID-19 Compliance Officer(s) and workers Safety Representative as necessary depending on the size, scale and complexity of the project.

### Insurance

Before commencing activities onsite, contractors are advised to contact their insurance broker or insurance advisor for direction.

### Safety Statement

It is advised that contractors review their Safety Statement and associated risk assessments, considering COVID-19.

### Risk Assessments / Method Statement (RAMS)

Risk assessments and method statements for all work on site should be reviewed to address the risk of COVID-19 and the associated control measures required. Particular emphasis will be required on 'close working', i.e. where persons work within 2m of each other (2m being the HSE recommended separation for social distancing).



Section 17 of this document deals with 'close working'.

### Daily Briefings Documents

To ensure consultation with workers, it is recommended that daily briefing documents such as SSWP's, SPA's, Daily Safe Starts, Task Briefings or equivalent should be updated to reference COVID-19 and specifically social distancing and hand hygiene.

Basic COVID-19 control measures to be highlighted on all such documents, as per illustrated example.

### DAILY SAFE START

Date:	Contractor:	Activity:	Exact work location (Please specify, grid ref, room no):	Duration of specific works: Start: _____ Finish: _____	Method statement - title, number, revision, date: Insert title: _____ RAMS communicated to full team below: <input type="checkbox"/>	Person completing this form: Name: _____ Position: _____																		
Description of works: Sequence of the Works (Step by Step):			<b>Permits required</b> NETWORK <input type="checkbox"/> EXCAVATION <input type="checkbox"/> CONFINED SPACE <input type="checkbox"/> ADOP WORK <input type="checkbox"/> LIVE WIRING <input type="checkbox"/> LIFT <input type="checkbox"/> OTHER <input type="checkbox"/> WORK <input type="checkbox"/> ROAD <input type="checkbox"/> RESTRICTED ACCESS <input type="checkbox"/> LADDER <input type="checkbox"/> CLIMB <input type="checkbox"/> LIGN COUNCIL <input type="checkbox"/> <b>PPE required: Please tick (3-5 mandatory)</b> <input type="checkbox"/> Headgear <input type="checkbox"/> Eye Protection <input type="checkbox"/> Ear Protection <input type="checkbox"/> Hand Protection <input type="checkbox"/> Foot Protection <input type="checkbox"/> High Visibility <input type="checkbox"/> Fall Protection <input type="checkbox"/> Respiratory Protection <input type="checkbox"/> Other <input type="checkbox"/>																					
<b>Project Identification (Tick As required)</b> 			<b>Associated Risk</b> 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ 8. _____ 9. _____ 10. _____																					
<b>Control Measures to be in place (tick prior to work commencing and during work)</b> 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ 8. _____ 9. _____ 10. _____			<b>Coronavirus COVID-19 Help prevent coronavirus</b> 																					
<b>Sign Off:</b> I have been involved in completing this form, I understand it and will work in accordance with it and with the Method Statement referenced at the top of the page. Where conditions change I will alert my Supervisor. <table border="1"> <tr> <th>Print Name</th> <th>Signature</th> <th>Print Name</th> <th>Signature</th> <th>Print Name</th> <th>Signature</th> </tr> <tr> <td>1. _____</td> <td>_____</td> <td>2. _____</td> <td>_____</td> <td>3. _____</td> <td>_____</td> </tr> <tr> <td>4. _____</td> <td>_____</td> <td>5. _____</td> <td>_____</td> <td>6. _____</td> <td>_____</td> </tr> </table>							Print Name	Signature	Print Name	Signature	Print Name	Signature	1. _____	_____	2. _____	_____	3. _____	_____	4. _____	_____	5. _____	_____	6. _____	_____
Print Name	Signature	Print Name	Signature	Print Name	Signature																			
1. _____	_____	2. _____	_____	3. _____	_____																			
4. _____	_____	5. _____	_____	6. _____	_____																			
<b>Supervisor Sign Off:</b> I confirm that the above information is correct and that all hazards and control measures have been assessed, discussed with and communicated to the operations involved. Print Name: _____ Signature: _____ Date: _____ <b>RAMS Review:</b> To be reviewed against off by a member of PSCS Site Management during the duration of the works. Print Name: _____ Signature: _____																								

## 5 Site Management

### Site Management and Supervision

For the purposes of the document, anyone with supervisory responsibilities is classified as site management.

#### Responsibilities of Site Management for COVID-19

Site management must risk assess and manage safety and health hazards in the workplace. In the context of the application of the requirements of this C-19 SOP, responsibilities include managing and instructing site workers on the various control measures and compliance. This SOP identifies a number of key management responsibilities during the implementation of this Plan. These responsibilities are elucidated hereafter.

**Note:** *Project teams must stay agile as new information comes available that may change approach in procedures, processes or PPE.*

#### Pre-Planning for works

Site management are responsible for ensuring that all personnel on site, including sub-contractor management/staff have been made aware of the specific requirements of the site-specific Construction Stage Health and Safety Plan. Specifically:

- ▶ To ensure that a member(s) of the management team is appointed as the C-19 Compliance Officer.
- ▶ To ensure that appropriate personnel from the PSCS/Contractor and the sub-contractors are appointed as C-19 Compliance Officer(s).
- ▶ To ensure that Safety Representative(s) / Lead Workers Representative(s) have been selected.
- ▶ CIF Online C-19 Induction has been undertaken by all site personnel prior to coming to site. Ensuring that non-compliant personnel are not permitted on site. Please note that the CIF recognises the ESB COVID-19 induction as being equivalent.
- ▶ The inclusion of COVID-19 as a hazard in their Risk Assessment and Method Statement (RAMS) for their work activities.
- ▶ To ensure that this RAMS is effectively reviewed, approved and communicated.
- ▶ To ensure that all site facilities are sufficient to allow for the social distancing and hygiene requirements of this SOP and to take appropriate immediate action where they are not.

### On-Site

Site management responsibility includes assessing various work scenarios to ensure that the key requirements such as worker distancing and hygiene/PPE controls are being implemented. This may involve discussions with client and PSDP. It will involve conducting regular site walks and inspections. Continuity of work crews to be encouraged for ease of contact tracing purposes. Experience has shown that keeping workers in “pods” can assist in reducing virus transfer and reduce possible contacts.

#### Site Workers

It is vital that each worker knows how to work safely during this COVID-19 pandemic and understands the requirements of their task specific RAMS. Site management should coach and guide workers during the workday to ensure that they are fully compliant with the requirements. Workers should also note that they have a personal responsibility, to their colleagues and family, to follow the guidelines for safe working but also to inform site management of any issue that impacts on site safety - e.g. close contacts / positive cases.

#### Management Approach

Site management's main priority is ensuring that their plan is implemented at all levels and at all times with the co-operation of all stakeholders – Clients, PSDP, Contractors, Workers and Suppliers.

#### General Site Work Activities

1. **Reduce** - the number of persons-in any work area to comply with the 2-metre social distancing guideline recommended by the HSE (e.g. relocate workers to other tasks, review work schedule and task sequence, consider staggered starting and finishing times etc.).
2. **Review** - work practices, mindful of close working arrangements. Coach site personnel to self-assess their task for social distancing and transmission points.
3. **Supervise** – or mentor appointment of C-19 Compliance Officer to specifically monitor adherence to social social distancing and hygiene etiquette.

## 6 Hygiene

### Good hygiene and hand washing

All site personnel should follow this advice and encourage others to follow this advice too. Site management should provide toolbox talks on how to perform hand hygiene effectively - see <https://www2.hse.ie/wellbeing/how-to-wash-your-hands.html>

#### DO:

- ▶ Wash your hands properly and often.  
Hands should be washed:
  - *after coughing or sneezing*
  - *before and after eating*
  - *before and after preparing food*
  - *if you were in contact with someone who has a fever or respiratory symptoms (cough, shortness of breath, difficulty breathing)*
  - *before and after being on public transport if you must use it*
  - *before and after being in a crowd (especially an indoor crowd)*
  - *when you arrive and leave buildings including your home or anyone else's home*
  - *before having a cigarette or vaping*
  - *if your hands are dirty*
  - *after toilet use*
- ▶ Cover your mouth and nose with a tissue or your sleeve when you cough and sneeze.
- ▶ Put used tissues into a bin and wash your hands.
- ▶ Clean and disinfect frequently touched objects and surfaces.

#### DON'T:

- ▶ Do not touch your eyes, nose or mouth if your hands are not clean.
- ▶ Do not share objects that touch your mouth – for example, bottles, cups.





## Disposable gloves

Do not wear disposable gloves in place of washing hands. The virus can get on gloves in the same way it gets on hands. Also, hands can become contaminated when gloves are taken off.

Disposable gloves are worn in medical settings. They are not as effective in daily life. Wearing disposable gloves can give a false sense of security. Disposable gloves are generally not required for infection prevention and control purposes.

A person might potentially:

- ▶ sneeze or cough into the gloves - this creates a new surface for the virus to live on
- ▶ contaminate yourself when taking off the gloves or touching surfaces
- ▶ not wash your hands as often as you need to and touch your face with contaminated gloves.

## Face Masks / Face Coverings - General Use

Based on current scientific evidence, the wearing of face coverings in general use, can reduce the transfer of the virus. The mandatory wearing of face coverings in certain public places is required - <https://www2.hse.ie/conditions/coronavirus/face-masks-disposable-gloves.html>.

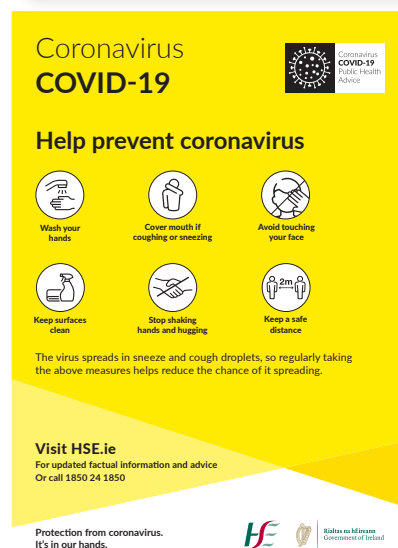
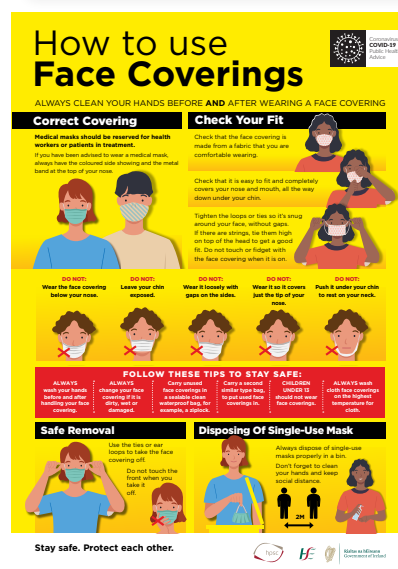
Contractors should review the on site requirements for the general wearing of face coverings, with the following issues to be considered.

- ▶ *Working inside buildings / structures;*
- ▶ *In site welfare and compound areas, in office environments (except where a person is sitting at a work station);*
- ▶ *Generally, in locations where social distancing is not possible;*
- ▶ *Where a risk assessment shows that there is no adverse consequence to wearing a face covering;*
- ▶ *If wearing a face covering does not have any adverse impacts, then they should be worn.*

The Return to Work Safely Protocol makes provision for implementing temperature testing in line with Public Health advice. Currently, there is no public health requirement to undertake temperature testing/ screening in the workplace. **The preference is to ensure social distancing and good hygiene measures.** However, some employers may have included provisions for temperature screening as part of their return to work measures.

Site Management should consider additional measures to ensure the containment of the virus; these include posters and/or leaflets to advise workers of the hazards associated with COVID-19 and the measures to be taken to prevent the spread of the disease.

The Health Services Executive (HSE) and CIF have prepared a selection of posters which can be displayed in all workplaces and sites. A link to these posters is provided in Section 22.



## 7 Commencing Work - Sites

In advance of sites commencing, all construction companies must consider the following, in conjunction with communications and briefings that will be required:

- ▶ Safety and Health Plans, Safety Statement and other relevant documents will have to be communicated to all staff members
- ▶ Construction Stage Health and Safety Plan must be communicated to all Site Management
- ▶ All site personnel and visitors must complete the 'CIF Online C-19 Induction' (or ESB equivalent programme).
- ▶ All persons returning to site must complete a COVID-19 Questionnaire / self declaration. It is recommended that this be completed and submitted by each main contractor / contractor / developer at least 24 hours in advance of persons returning to site – ***if conditions change at any time, resulting in a re-appearance of symptoms – workers should be advised not to come to work !***
- ▶ The questionnaire / self declaration is designed to seek confirmation that the individual has no symptoms of COVID-19 and is not waiting a COVID-19 diagnosis.
- ▶ Persons returning to work must ensure that they follow the HSE guidance which can be found here - <https://www2.hse.ie/conditions/coronavirus/returning-to-work-safely.html>



Example of toolbox talk while applying social distancing

## 8 Travel to / from Work

Where a worker exhibits any signs of COVID-19 or has been exposed to a confirmed case, they should not travel to work.

Wherever possible, workers should travel to site alone using their company vehicle or their own means of transport.

Where public transport is the only option for workers, face masks must be worn, then regular toolbox talks outlining how to reduce the possibility of infection should be considered.

Site management must consider the following:

- ▶ Parking arrangements for additional cars / vans and bicycles.
- ▶ Providing hand cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitiser if water is not available.
- ▶ How someone taken ill would get home.
- ▶ Workers travelling together in vehicles are automatically "Close Contacts" - site management should endeavour to understand who is sharing vehicles and group them in working pods.

### Social Distancing in Vehicles

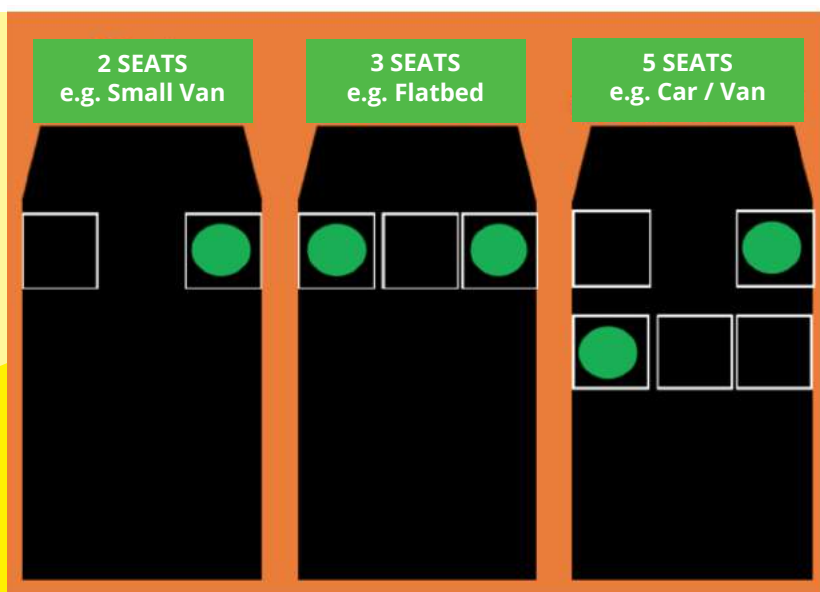
Social distancing is advised when travelling in vehicles to/from work and when in site vehicles and operating mobile plant.

*Note : Knowing who is sharing vehicles will assist with contact tracing.*

Suggested arrangements are as follows:

- ▶ **Single occupancy of vehicles is preferable.**
- ▶ Sit as far apart as the vehicle allows.
- ▶ In circumstances where it is impractical to limit occupancy to one or two persons, additional control measures should be adopted (e.g. use of face masks, face shields, use of screens between occupants, provision of good ventilation).

### RECOMMENDED ROAD VEHICLE OCCUPANCY



## Other Control Measures for Vehicle Use

**Workers should not enter a work vehicle with others if they have any symptoms or have had contact with a confirmed case of COVID-19.**

General guidance for minimising the potential transmission of COVID-19 are:

- ▶ Employers should consider requesting personnel to use personal transport to reduce numbers travelling in work vehicles.
- ▶ It is advisable to limit the “churn” of people travelling together (i.e. try to ensure the same crew members travel and work together day after day and where possible, keep them working in a pod).
- ▶ When entering (and leaving) all vehicles the driver should clean all common areas that are liable to be touched including the external door handles, keys and other internal furnishings.
- ▶ Keep windows at least partially open.
- ▶ Keep personal items (PPE, clothes, lunch boxes etc.) separate.
- ▶ Wiping/cleaning down of contact points should be done using antibacterial wipes or a wet cloth with soap application, or equivalent.
- ▶ Dispose of used wipes/cleaning materials in a designated bin/sealed bag and wash hands ‘with soap’ for at least 20 seconds.
- ▶ If availing of public transport, sit down to minimise contact with frequently touched surfaces, handles, roof straps, isolation bars and wear a face covering etc.
- ▶ Carry hand sanitiser (at least 60% alcohol) and use it regularly throughout your journey.

**Note:** It is noted that it is commonplace in the construction sector for family members to travel together or workers, who lodge together, to travel together (i.e. essentially a “family unit”).

## Recommended Road Vehicle Seating Arrangements

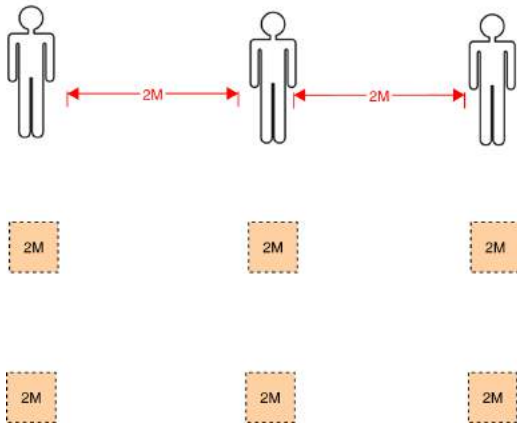
No. of seats	Max no. of occupants	Seating arrangement
2	1	1 driver
3	2	1 in the driving seat 1 in the far passenger seat
5	2	1 in the driving seat 1 in the far passenger seat

## 9 Prevention of Cross Contamination

### Site Entry

The potential for cross contamination is higher at site entry and exit points and where there are high levels of surface contact points such as in welfare areas, site walkways, stairs access etc.

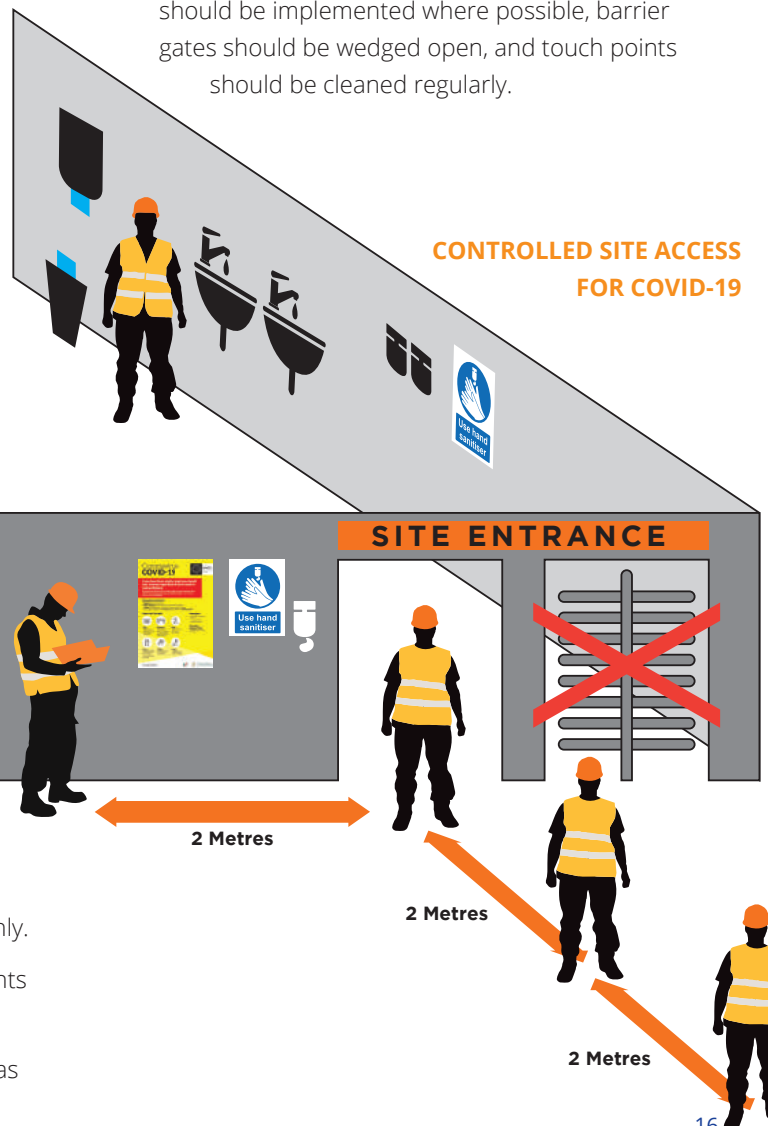
### SITE SIGN-IN



### Recommended Control Measures

The following are recommended controls measures at access points to all construction sites:

- ▶ Reduce the number of people in attendance at site inductions and consider holding them outdoors wherever possible
- ▶ Delivery drivers should remain in their vehicles if the load will allow it and must wash or clean their hands before unloading goods and materials
- ▶ All persons entering site must be directed to wash their hands and additional hand washing stations should be provided where possible
- ▶ Touch points should be minimised with a "handsfree" approach where possible
- ▶ On access routes throughout site, one-way systems should be implemented where possible, barrier gates should be wedged open, and touch points should be cleaned regularly.
- ▶ Record details of entrants to site to assist with contact tracing - further detail in Section 18
- ▶ Turnstiles to be by-passed with open door access to site
- ▶ Thumb access devices should be by-passed / turned-off
- ▶ Stagger site start times / finishing times to reduce queues
- ▶ Multiple entry points depending on site numbers
- ▶ Security guards to record all names rather than having multiple persons signing-in using shared pen/booklet
- ▶ Restrict entry to workers and essential visitors only.
- ▶ Sanitising stations in position at all site entry points
- ▶ Regularly clean common contact surfaces in reception, office, access control and delivery areas (e.g. scanners, turnstiles, screens, telephone handsets, desks, particularly during peak flow times)



### Cleaning to Prevent Contamination

Enhanced cleaning procedures should be in place across all sites to prevent cross contamination, particularly in communal areas and at touch points including:

- ▶ Taps and washing facilities
- ▶ Toilet flush and seats
- ▶ Door handles and push plates
- ▶ Handrails on staircases and corridors
- ▶ Lift and hoist controls
- ▶ Machinery and equipment controls
- ▶ Food preparation and eating surfaces
- ▶ Communications equipment
- ▶ Keyboards, photocopiers and other office equipment
- ▶ Rubbish collection and storage points should be increased and emptied regularly throughout and at the end of each day
- ▶ Regular cleaning of site welfare facilities, handrails and touch points should be undertaken.

The HSA advises that contact/touch surfaces such as table tops, work equipment, door handles and handrails should be cleaned at least twice daily, with modified cleaning intervals for rooms and work areas. For washroom facilities and communal spaces, cleaning should be performed at least twice per day.

### CONTACT POINTS WITHIN A VEHICLE



- Steering Wheel
- Gearstick
- Handbrake
- Door Handles
- Radio & Infotainment Controls
- Steering Column (*Indicators, Windscreen Wipers, Cruise Control*)
- Elbow Rests
- Seat Position Controls
- Door Frame



## Tools, Equipment and Plant

- ▶ All tools and equipment should be properly sanitised to prevent cross contamination.
- ▶ Arrangements for one individual to use the same tool, equipment and plant as much as possible. Make available cleaning material for all tools to be wiped down with disinfectant between each user. Organise work practices eliminate or reduce transmission points and coach site personnel on the same.
- ▶ Cabs and touch points of site vehicles and plant (MEWPS, Excavators, Cranes, etc.) to be thoroughly cleaned and a cleaning regime by plant operatives should be maintained daily thereafter.
- ▶ Consider provision of stickers for tools, equipment and mobile plant to encourage disinfection.

## EXAMPLES OF STICKERS TO PROMOTE CONTROLLED USE OF MOBILE PLANT/EQUIPMENT



### CONTACT POINTS WITHIN A MINI DIGGER



## 10 Social Distancing

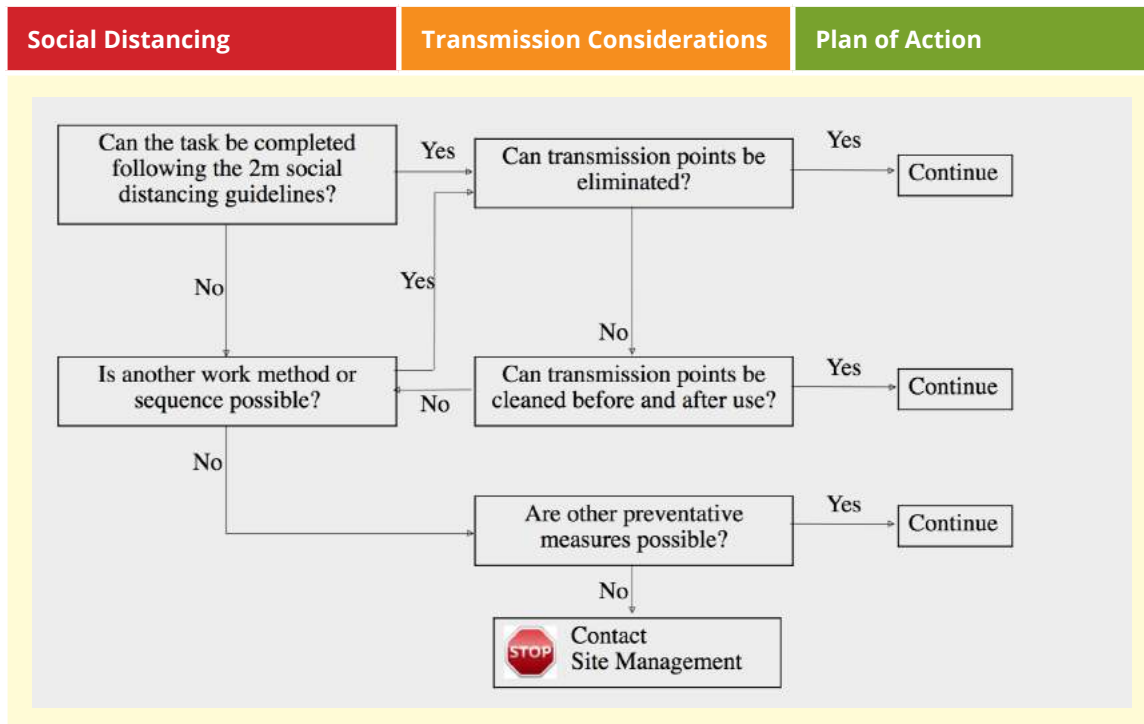
### What is social distancing?

Social distancing, or physical distancing, is a set of interventions or measures taken to prevent the spread of a COVID-19 by maintaining a physical distance between people and reducing the number of times people come into close contact with each other.

In order to slow the transmission rate of COVID-19, a social distancing of minimum 2m is recommended by the HSE.

**Note:** Social distancing should be considered in the vertical as well as horizontal when planning works e.g.: when working on scaffold.

**The flow chart below is provided to assist in the review of work processes with social distancing in mind.**





## 11 C-19 Compliance Officer

This section is intended to outline the role and duties of a COVID-19 Compliance Officer ('C-19 Compliance Officer') for sites of all sizes in line with the Government's recommendations to monitor Social Distancing.

Projects should also facilitate the selection of at least one Site Safety Representative / Lead Worker Representative to assist with ensuring that Covid-19 measures are strictly adhered to.

**Note:** Role of the Lead Workers Representative is as outlined in the National Return to Work Protocol.

**Note 2:** Free, online training for the Lead Worker Representative is available at [https://www.hsa.ie/eng/topics/covid-19/hsa\\_return\\_to\\_work\\_safely\\_online\\_courses/hsa\\_return\\_to\\_work\\_safely\\_online\\_courses.html](https://www.hsa.ie/eng/topics/covid-19/hsa_return_to_work_safely_online_courses/hsa_return_to_work_safely_online_courses.html)

It is important that the right candidate is appointed/ selected as a C-19 Compliance Officer.

Projects must assess how many C-19 Compliance Officers are required depending on size, environment, number of personnel and the work activity to be monitored. C-19 Compliance Officer's duties should be shared among all contracting companies on a project.

**Social distancing compliance is the responsibility of everyone.**

A backup must be available in the event of a C-19 Compliance Officer going on training, annual leave or being off sick.



**EXAMPLE OF  
HIGH VISIBILITY  
VESTS TO IDENTIFY  
C-19 COMPLIANCE  
OFFICER / SITE SAFETY  
REPRESENTATIVE(S)**

Details of the assigned C-19 Compliance Officer and Site Safety Representative(s) to be communicated on site safety notice boards.

### Role of a C-19 Compliance Officer

- ▶ The role of a C-19 Compliance Officer is to monitor day to the site activities to ensure social distancing and hygiene rules are being maintained to protect health and reduce the spread of the C-19 virus. This individual may have other responsibilities.
- ▶ These key personnel should be clearly identifiable onsite with a high viz vest noting C-19 Compliance Officer written on them. The class of hi viz provided should be appropriate to the location that the worker will be working - readers should consult ISO 20471:2013+A1:2016
- ▶ The persons undertaking the role of C-19 Compliance officer and the Site Safety Representative(s) must receive training (inhouse / CIF webinar) in what the roles entail.
- ▶ Ensuring compliance to the 2m social distancing rule and good hygiene is not the sole responsibility of the C-19 Compliance Officer. Their role is supported by all site management, Site Safety Representative(s) and workers.
- ▶ Site Management must communicate to all onsite details of the appointed C-19 Compliance Officer(s).
- ▶ A C-19 Compliance Officer must not put themselves at risk while carrying out their duties.
- ▶ C-19 Compliance Officers must have a structure or framework to follow within the organisation to to be effective in preventing the spread of COVID-19. This structure must be regularly audited and managed to ensure it works and protects all onsite. Failure to take it seriously could result in an outbreak of COVID-19 onsite.

**Note:** The C-19 Compliance Officer should be suitably knowledgeable in terms of Covid-19 prevention measures; no formal training is required, and in-house training would be acceptable. The CIF has provided free access to a recorded webinar, accessible here: <https://ciftraining.ie/cpd-courses/c-19-compliance-officer/>

### **Responsibilities of a C-19 Compliance Officer**

C-19 Compliance Officer's responsibilities and duties fall broadly into 2 categories:

1. Proactive day to day duties
2. Reactive emergency duties

#### **Proactive day to day duties of a C-19 Compliance Officer**

- ▶ Ensure personnel onsite complete relevant COVID-19 Questionnaires / Declarations.
- ▶ Being a constant onsite presence to monitor compliance with social distancing of 2 metres between all personnel onsite (with the exception of planned close working). In instances where there is non-conformance with social distancing the C-19 Compliance Officer is to intervene.
- ▶ Maintain a log of regular monitoring of COVID-19 controls on site.
- ▶ Ensure there is sufficient up to date signage erected onsite to educate all personnel about the COVID-19 controls on site.
- ▶ At all times promote and coach good hygiene practices to all personnel onsite.
- ▶ Ensure regular cleaning of welfare facilities, handrails, door handles, etc. is undertaken.
- ▶ Ensure hand wash liquid/soap and hand sanitisers are replenished as required.
- ▶ Check hot water and hand drying facilities are available onsite.
- ▶ Make representations to site management with regards any COVID-19 concerns raised by site personnel to the C-19 Compliance Officer.

- ▶ Ensure site personnel are adhering to staggered break time schedules and limiting numbers in canteens, drying rooms and smoking areas cognisant of the 2-metre social distancing guideline.
- ▶ Ensure site personnel leaving site at designated breaks remove their site PPE and continue to adhere to social distancing guidelines.
- ▶ Report any areas of non-compliance to site management and ensure these are addressed.
- ▶ Consider provision of additional controls for exceptional circumstances
- ▶ Keep up to date on HSE guidelines.

#### **Reactive C-19 Compliance Officer duties**

While the main role of the C-19 Compliance Officer is to prevent the spread of COVID-19 onsite, there is the potential where an individual onsite may experience COVID-19 symptoms and where the C-19 Compliance Officer needs to react.

In a reactive position, their responsibilities include:

- ▶ Informing site management if there is a confirmed case or if they have been made aware of an individual with COVID-19 symptoms.
- ▶ Isolating an individual with symptoms in an isolation room/segregated area away from other personnel.
- ▶ Following site protocol for individuals with COVID-19 symptoms. (i.e. send home, inform them to contact GP).
- ▶ Assisting in contact tracing should there be a confirmed case of COVID-19.

## 12 Communal and Welfare Areas

### Office arrangements

- ▶ All non-essential site personnel should be encouraged to work from home where possible – usual supports required.
- ▶ Personnel working in site offices should be dispersed so there is always a social distance of 2m.
- ▶ Eliminate non-essential visitors attending offices.
- ▶ Use I.T software to support online meetings both in and out of the office.
- ▶ Keep workstation surfaces clear and wipe with disinfectant regularly.
- ▶ Hand sanitizers should be made available at main entry and exit points.
- ▶ Keep main doors open where possible to reduce persons touching door handles etc.
- ▶ Increase the cleaning regimes including a wipe down with disinfectant on door handles, stair rails etc. at regular intervals throughout the day.
- ▶ Wear face covering when moving about offices and not at work station.

### Toilet Facilities

- ▶ Restrict the number of people using toilet facilities at any one time. Ensure there is a social distance of 2m maintained while using the toilet facility.
- ▶ Implement appropriate COVID-19 hygiene regime.
- ▶ Ensure soap and hand washing pictorial guides provided for washing hands are clearly visual and in a form manner and language understand for all.
- ▶ Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush handle.
- ▶ Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.

### OFFICE SPACE



### Canteens and Eating Arrangements

The following is suggested to ensure a social distancing of 2m.

- ▶ **Whilst there is a requirement for construction sites to provide a means of heating food and making hot drinks, a pandemic is an exceptional circumstance and workers attending site canteens should be advised where possible to bring a packed lunch and flask to help eliminate transmission points on microwaves and water pour points etc.**
- ▶ Break times should always be staggered to reduce congestion and contact.
- ▶ Face coverings should be worn, except when seated at a table to eat or drink.
- ▶ Site personnel must be encouraged to wash their hands before eating.
- ▶ Hand cleaning facilities or hand sanitiser should be available at the entrance and exit of any room where people eat and should be used by all personnel when entering and leaving the area.
- ▶ Ensure a seating arrangement where workers sit 2 metres apart from each other whilst eating and avoid all physical contact with co-workers.
- ▶ Where catering is provided on site, consider the provision pre-prepared and wrapped food only.
- ▶ Payments should be taken by contactless card wherever possible.
- ▶ Tables should be cleaned between each use and sitting based on rota.
- ▶ All rubbish should be disposed in a suitable bin.
- ▶ Tables should be clear when finished eating.
- ▶ All areas used for eating must be thoroughly cleaned after each use, including chairs, door handles, vending machines and payment devices etc.
- ▶ Provide illustrations of 2 metre spacing to clearly demonstrate social distancing.

### Drying Rooms

The following is suggested to ensure a social distancing of 2m.

- ▶ Introduce staggered start and finish times to reduce congestion and contact at all times.
- ▶ Face covering should be worn.
- ▶ Introduce enhanced cleaning of all facilities throughout the day and at the end of each day.
- ▶ Consider increasing the number or size of facilities available on site if possible
- ▶ Based on the size of each facility, determine how many people can use it at any one time to maintain a distance of 2 metres.
- ▶ Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal.
- ▶ Identify 2-metre social distancing areas.
- ▶ Remove all unnecessary items.

## 13 Site Walkways and General Access

To assist with social distancing, implement the following:

- ▶ A one-way system on access routes throughout the site where possible. Increasing access points can help establish a one-way system. (e.g. An additional HAKI stair to allow for one-way traffic up and down).
- ▶ Where a one-way system is not possible consider widening pedestrian routes so social distancing can be maintained on main site walkways.
- ▶ Marked up walkways can help give an indication of what 2-metre spacing looks like.

### SOCIAL DISTANCING ONSITE



## 14 First Aid Responder Guidance

- ▶ COVID-19 infects people through contact with the mucous membranes. First Aid Responders must think of these as being the mouth, nose and eyes.  
**It does not infect through the skin.**
- ▶ The greatest element of risk for a First Aid Responder is transfer of the virus to the mucous membranes by contact of contaminated hands (including contaminated gloved hands) with the eyes, nose or mouth.
- ▶ The key interventions to manage this risk are to minimise hand contamination, avoid touching your face and clean your hands frequently with soap and water or alcohol-based hand gel.
- ▶ There is also a significant risk of direct transfer of the virus on to mucous membranes by droplet transmission, that is, by direct impact of larger infectious virus droplets generated from the person's respiratory tract landing directly in your eyes, nose or mouth. **This risk is managed by use of appropriate PPE (mask and eye protection) and by providing the ill person with a mask to cover their nose and mouth when coughing or sneezing (respiratory hygiene and cough etiquette).**
- ▶ If, as a First Aid Responder, you can avoid close contact with a person who may require some level of first aid, do so. This, of course, will not be possible in the event of having to provide emergency lifesaving measures such as an incident of cardiac arrest, heart attack, choking, stroke.
- ▶ First Aid Responders should be familiar with the symptoms of COVID-19, as per graphic below. You will need to perform a "dynamic risk assessment" based on the scenario you are presented with.

<b>Symptoms</b>	<b>CORONAVIRUS</b> <i>Symptoms range from mild to severe</i>	<b>FLU</b> <i>Abrupt onset of symptoms</i>	<b>COLD</b> <i>Gradual onset of symptoms</i>
Fever or chills	Common	Common	Rare
Cough	Common (usually dry)	Common (usually dry)	Mild
Shortness of breath	Common	No	No
Lost or changed sense of smell or taste	Common	Rare	Rare
Fatigue	Common	Common	Sometimes
Aches and pains	Common	Common	Common
Sore throat	Sometimes	Sometimes	Common
Headaches	Sometimes	Common	Rare
Runny or Stuffy Nose	Sometimes	Sometimes	Common
Feeling sick or vomiting	Rare	Sometimes	No
Diarrhoea	Rare	Sometimes in children	No
Sneezing	No	No	Common

## Key Control Measures

- ▶ Standard infection control precautions to be applied when responding to any first aid incident in the workplace. Hand washing with warm water and soap or an alcohol-based hand gel must be performed before and after providing any first aid treatment.
- ▶ Any person presenting with symptoms consistent with COVID-19 should be treated as a suspected case.
- ▶ In such cases, move individual to a first aid room / isolated room to minimise risk of infection to others.
- ▶ Only one First Aid Responder to provide support/ treatment, where practical.
- ▶ Additional PPE (enclosed eye protection and FFP3 mask if available) should be worn by First Aid Responders when responding to all first aid incidents where close contact cannot be avoided. Please also have a mask available to give to person if they are displaying symptoms consistent with COVID-19 to limit droplet dispersion.
- ▶ If you suspect a person has experienced a cardiac arrest, do not listen or feel for breathing by placing your ear and cheek close to the person's mouth. If you are in any doubt about confirming cardiac arrest, the default position is to start chest compressions only until help arrives. To iterate the point, a person in cardiac arrest should have **compression only CPR** applied.
- ▶ Persons with minor injuries (cuts, abrasions, minor burns) - where practical, a First Aid Responder should avoid close contact and advise the injured party what steps to take in treating their injury.
- ▶ No reusable equipment should be returned to service without being cleaned/disinfected appropriately.

## PPE Requirements

The following PPE must be available for responding to first aid incidents:

1. **Disposable gloves (nitrile/latex)**
2. **FFP3 or FFP 2 or other face coverings providing suitable protection**
3. **Disposable plastic aprons**
4. **Enclosed eye protection**

First Aid Responder must ensure that the mask covers both the mouth and nose and is fitted correctly to create an adequate seal to the face.

Following first aid treatment, disposable PPE and any waste should be disposed of appropriately and reusable PPE cleaned/disinfected thoroughly.

Wash hands thoroughly with warm water and soap before putting on and after taking off PPE.

Replenish PPE stock as appropriate. Liaise with your Project Lead or designated person to ensure any issues with first aid PPE are resolved in as timely a manner as possible.



## 15 Management of Meetings

All meetings, where possible, **must be** conducted virtually using on-line systems for remote meetings unless it is **absolutely necessary** to meet face-to-face. In these circumstances, keep the numbers attending as small as possible ensuring the mandatory 2m distance apart. The meeting time should be kept as brief as possible.

According to the HSA, there is no time restriction on how long workers can be in the same room observing physical distancing advice, however HPSC Guidelines in the identification of contacts for contact tracing purposes states that "For those contacts who have shared a closed space with a case for longer than two hours, a risk assessment should be undertaken taking into consideration the size of the room, ventilation and the distance from the case. This may include office and school settings and any sort of large conveyance.

### Site Meetings

- ▶ Only '**absolutely necessary**' meeting participants should attend.
- ▶ Attendees should be 2m apart from each other.
- ▶ Rooms should be well ventilated/windows open to allow fresh air circulation.
- ▶ Consideration to be given to hold meetings in open areas where possible.
- ▶ Experience has shown that sharing of IT equipment etc. at meetings contributes to transmission of the virus. Eliminate where possible - if not, sanitise the equipment between users.

## 16 Management of Deliveries

### Site Management should:

- ▶ ensure that all delivery transactions enforce physical distancing.
- ▶ agree a delivery protocol with suppliers and hauliers.
- ▶ all deliveries must be planned with allocated times for collections/appointments/deliveries.
- ▶ make arrangements for paperless delivery acceptance and acknowledgements with suppliers to ensure materials management and material reconciliations are accurate.
- ▶ ensure that hand washing facilities are available convenient to set down and goods inward locations.
- ▶ ensure there are appropriate sanitising arrangements at points of site access, egress and set down areas for raw materials and stock.





## 17 Close Working

This section outlines guidance relating to COVID-19 Particular Risks for short-term work that must be completed where workers are less than 2 metres apart (<2m).

### Elimination of Close Working:

Elimination of close working is preferable and should be investigated and prioritised.

**For all companies and management putting personnel to work, it is critical that you explore every available option possible before putting personnel to work in < 2m close contact tasks.**

Stages of the construction process where <2m tasks can be eliminated /mitigated: (including a non-exhaustive list of examples)

- ▶ Design – sections of materials are:
  - **A)** 2.5m long or longer OR
  - **B)** Materials can be installed by an individual (lightweight/ fixings are simplified
  - **C)** Mechanical means for lifting and access can be used while keeping construction personnel >2m apart
- ▶ Planning for work: RAMS / Planning / Sequencing / Coordination / Communication – All tasks planned via a pre-planned safe system of work shall consider eliminating <2m work.
- ▶ RAMS must consider elimination of work within 2m as the first priority. Where this is not possible the RAMS must detail the control measures for persons working <2m on the task.

### Why tasks where personnel are <2m apart require additional focus and daily oversight?

In Ireland, the Health Service Executive (HSE) has recommend a 2 metre safe distance between individuals to avoid transmission hazards. Where a risk assessment identifies work where 2 m separation cannot be maintained, additional safety precautions are required to manage the risk.

Requirements for personnel working within 2m of each other:

- ▶ No worker has symptoms of COVID-19.
- ▶ The close contact work cannot be avoided.
- ▶ PPE is present in line with the RAMS / Risk Assessment (full face shield etc).
- ▶ An exclusion zone for <2m work will be set up pre task commencement.
- ▶ Prior to donning appropriate gloves, personnel shall wash / sanitise their hands thoroughly.

- ▶ There are 2 types of work in the <2m transmission zone,
  - **A)** no physical contact between colleagues
  - **B)** physical contact will occur (manual handling / pushing – pulling side by side, shared tools and equipment).
- ▶ Scenario B is of higher risk than scenario A.
- ▶ A task specific risk assessment is required to identify the appropriate PPE / combination of PPE - e.g. faceshield / mask (surgical type / FFP3/FFP2 / other) , eye protection / disposable suit / gloves\*.  
  
*\*note previous comments regarding disposable gloves (p.10).*
- ▶ If it is possible to erect a physical barrier / safety signage that does not impede the work between colleagues and does not increase work safety hazards (lack of communication / visibility), please consider your options. (e.g. hanging clear plastic / mobile frame with plexiglass).  
  
**Note:** The full-face visor replaces plexiglass as a physical airborne barrier between colleagues provided there is adequate air circulation.
- ▶ At the end of the task, all tools and equipment for scenario A & B work must be sanitized properly - as should any surfaces safe to wipe down.
- ▶ Forced ventilation internally could be considered for restricted confined spaces.

### Oversight:

Following assessment that the task has to be completed within the 2 m zone, and review of controls, the contractor's supervisor may issue a permit, which could be in the form of a checklist or other agreed format.

**Risk assessment / other documentation for close working should be retained for contact tracing purposes.**

## 18 COVID-19 Suspect / Confirmed Cases

### Suspect COVID-19 Case at Work

What to do if an employee becomes unwell and you believe they have been exposed to COVID-19:

- ▶ If someone becomes unwell in the workplace with symptoms such as cough, fever, difficulty breathing, the unwell person should be removed to an area which is at least 2 metres away from other people. If possible, find a room or area where they can be isolated behind a closed door, such as a staff office. If it is possible to open a window, do so for ventilation. Request individual to wear face mask to prevent contamination of area and close by personnel.
- ▶ The individual who is unwell should call their doctor and should outline their current symptoms. They should return home and await public health guidance - details are available here: <https://www2.hse.ie/conditions/coronavirus/testing/how-to-get-tested.html>
- ▶ The management team of the office or workplace will be contacted by the HSE to discuss the case, identify people who have been in contact with them and advise on any actions or precautions that should be taken. Experience to date has shown that this can take some days. In an individual case, the HSE will not contact the employer. It is advisable to carry out contact tracing relating to this individual and in the event, they prove positive, advise all close contacts.
- ▶ A risk assessment of each setting will be undertaken by HSE with the lead responsible person. Advice on the management of staff and members of the public will be based on this assessment. The HSE will also be in contact with the case directly to advise on isolation and identifying other contacts and will be in touch with any contacts of the case to provide them with appropriate advice.
- ▶ Advice on cleaning of communal areas such as offices or toilets is outlined later in this document.
- ▶ See Section 23 for "Sample Site Response to a Covid 19 suspect / confirmed Case".

### Contact Tracing Log

The Return to Work Safely Protocol advises employers to keep a log of contact/group work to facilitate contact tracing.

A close contact is anyone who has spent more than 15 minutes, face-to-face, within two meters of a person with COVID-19 in any setting, including a workplace, or someone who has shared a closed space with a confirmed case for more than two hours. Any incidences that meet these criteria should be logged by employers.

Should an employee become COVID-19 positive, public health officials may request the log as part of the contact tracing process. According to the HSA, the log should include details such as date / names of participants / duration of contact to help contact tracing teams determine who might qualify as a close contact. Logs should be held for 28 days, after which time they can be discarded.

To ensure rapid response to a situation where workers are close contacts, site management should do on site contact tracing and advise "close contacts" to follow HSE guidance: <https://www2.hse.ie/conditions/coronavirus/testing/if-you-are-a-close-contact.html>

### Confirmed COVID-19 Case at Work

Experience has shown, that while the below is the official advice from the HSE, this process is slow and can lead to delays in responding. It is advised, if a positive case is identified and is connected to the site / workplace, management should instigate a contact tracing process and advise close contacts identified to follow the HSE advice as outlined in: <https://www2.hse.ie/conditions/coronavirus/testing/if-you-are-a-close-contact.html>.

### Key points for construction industry in responding to a case of COVID-19

Response to an isolated case of COVID-19 on a site:

- ▶ When a case of COVID-19 is identified, the case will be contacted by the Public Health Contact Tracing team who will:
  - Inform the case of their diagnosis.
  - Identify and collect contact details of all close contacts from the case, including community contacts and workplace contacts.
  - Collect details of any congregate settings identified which may be contacts; this would include any building sites a construction worker may have worked on during the time period that they would be considered infectious. The case will be asked to provide contact details for their line manager.
- ▶ The contact tracing team will then contact all close contacts and organise testing for them according to guidelines.
- ▶ In the case of a workplace, the line manager will receive a call from Public Health, who will discuss work place practices, undertake a risk assessment and provide advice.

### What to do if an employee informs you that they have tested positive for COVID-19:

- ▶ If a line manager is informed by their employee that they have tested positive for COVID-19, the line manager should proceed as follows:
  - Reassure workers that all close contacts will be contacted by Public Health and appropriate follow up arranged.
  - If any workers at the site are displaying symptoms of COVID-19 they should be advised to self-isolate and to contact their GP to arrange testing, however testing of asymptomatic co-workers is not required unless they have been identified as close contacts by Public Health.
  - It is not necessary to close a site or part of a site in response to an isolated case of COVID-19, unless it is not possible to continue operating - for example in a situation where an entire team have been deemed to be close contacts and therefore will need to restrict their movements, thus necessitating closure due to insufficient staffing levels.
  - The line manager of the case should expect to receive a call from the Public Health contact tracing team if their work place is deemed to have been exposed to the case during their infectious period.

### What to do if you have been informed of multiple cases of COVID-19 amongst your workers:

- ▶ If a line manager is informed of multiple confirmed cases of COVID-19 on their site and has concerns that there may be a cluster of cases linked to the site:
  - The line manager should contact Occupational Health or their local Public Health Department (see attached contacts) in a situation where multiple laboratory-confirmed cases of COVID-19 occur on a site.

**Note:** Close contact is defined by the HSE as spending more than 15 minutes face-to-face contact within 2 metres of an infected person / living in the same house or shared accommodation as an infected person.

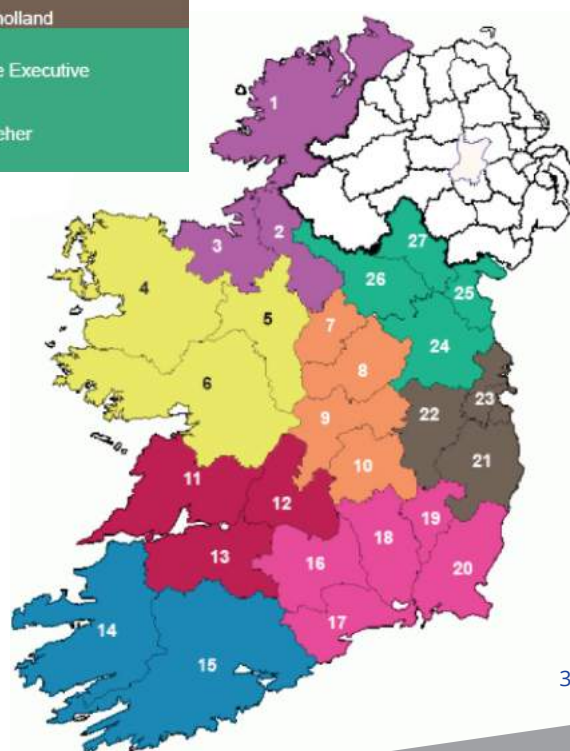


Rialtas na hÉireann  
Government of Ireland



Coronavirus  
**COVID-19**  
Public Health  
Advice

North- West	1	Donegal	Department of Public Health, Health Service Executive, Iona House, Upper Main Street, Ballyshannon, Co. Donegal. <b>Tel:</b> (071) 9852900; <b>Fax:</b> (071) 9852901 <b>A/Director of Public Health:</b> Dr Anthony Breslin
	2	Leitrim	
	3	Sligo	
West	4	Mayo	Department of Public Health, Health Service Executive, Merlin Park, Galway <b>Tel:</b> (091) 775200; <b>Fax:</b> (091) 758283 <b>Email:</b> public.health@hse.ie <b>A/Director of Public Health:</b> Dr Breda Smyth
	5	Roscommon	
	6	Galway	
Midlands	7	Longford	Department of Public Health, Health Service Executive, HSE Area Office, Arden Road, Tullamore, Co. Offaly. <b>Tel:</b> (057) 9359891; <b>Fax:</b> (057) 9359906; <b>ID Fax:</b> (057) 9359907 <b>Email:</b> public-health@hse.ie <b>Director of Public Health:</b> Dr Phil Jennings
	8	Westmeath	
	9	Offaly	
	10	Laois	
Mid-West	11	Clare	Department of Public Health, Health Service Executive, Mount Kennett House, Henry Street, Limerick <b>Tel:</b> (061) 483337; <b>Fax:</b> (061) 464205 <b>Director of Public Health:</b> Dr Mai Mannix
	12	Tipperary - North	
	13	Limerick	
South	14	Kerry	Department of Public Health, Health Service Executive, Floor 2 - Block 8, St. Finbarr's Hospital, Douglas Road, Cork <b>Tel:</b> (021) 4927601; <b>Fax:</b> (021) 4923257 <b>ID Fax Cork:</b> (021) 4923257; <b>ID Fax Kerry:</b> (066) 7184542 <b>Email:</b> dph@hse.ie <b>Director of Public Health:</b> Dr Augustine Pereira
	15	Cork	
South-East	16	Tipperary - South	Department of Public Health, Health Service Executive, Dublin Road, Lacken, Kilkenny <b>Tel:</b> (056) 7784124; <b>Fax:</b> (056) 7784393; <b>ID Fax:</b> (056) 7784599 <b>A/Director of Public Health:</b> Dr John Cuddihy
	17	Waterford	
	18	Kilkenny	
	19	Carlow	
	20	Wexford	
East	21	Wicklow	Department of Public Health, Health Service Executive, Dr. Steevens' Hospital, Dublin 8. <b>Tel:</b> Main Switch (01) 6352000; <b>ID Notifications:</b> 01 6352145 <b>Fax:</b> (01) 6352103 <b>Email:</b> dph.east@hse.ie <b>Director of Public Health:</b> Dr Deirdre Mullholland
	22	Kildare	
	23	Dublin	
North-East	24	Meath	Department of Public Health, Health Service Executive Railway Street, Navan, Co. Meath <b>Tel:</b> (046) 9078412; <b>Fax:</b> (046) 9072325 <b>A/Director of Public Health:</b> Dr Kevin Kelleher
	25	Louth	
	26	Cavan	
	27	Monaghan	



**Note:** Further information on getting tested for COVID-19 is available on the HSE website: <https://www2.hse.ie/conditions/coronavirus/testing/how-to-get-tested.html>

## 19 Return to Work Process - Worker

To return to work following a positive case diagnosis, an employee must follow this protocol and the HSE guidance at <https://www2.hse.ie/conditions/coronavirus/returning-to-work-safely.html>.

Fitness for Work should be considered from two perspectives:

1. Does their illness pose a risk to the individual themselves in performing their work duties?
2. Does their illness pose a risk to other individuals in the workplace?

The following steps should be followed, in line with current public health advice in Ireland:

**Any worker who has displays symptoms consistent with COVID-19 must stay away from work, self-isolate and contact their GP by phone as part of the triage process.**

They must also notify their line manager / employer. An individual will be classified as either a suspected or confirmed case, based on HSE decision to test / outcome of test.

An individual must only return to work if deemed fit to do so and upon approval of their medical advisor and having coordinated with their line manager/designated HR/employer contact.

The employee should complete the return to work form: [https://www.hsa.ie/eng/topics/covid-19/return\\_to\\_work\\_safely\\_templates\\_checklists\\_and\\_posters/return\\_to\\_work\\_form.pdf](https://www.hsa.ie/eng/topics/covid-19/return_to_work_safely_templates_checklists_and_posters/return_to_work_form.pdf)

When an individual is symptom-free and are deemed fit to return to work, the key criteria are:

1. 14 days since their last 'close contact' with a confirmed/ suspected case and have not developed symptoms in that time, or
2. 10 days since the onset of their symptoms and 5 days since their last fever (high temperature) (<https://www2.hse.ie/conditions/coronavirus/managing-coronavirus-at-home/self-isolation.html>), or
3. They have been advised by a GP / healthcare provider to return to work.

Where an individual tested positive because they are a close contact, they may have no symptoms. In this case, they can stop self-isolating 10 days from the date of testing.

Line Manager/designated Employer/HR should confirm the relevant criteria above with the individual and write down their responses.

- [1]** *Individual must self-declare their fitness for work in the absence of having a fitness for work certificate from their GP/healthcare provider. This is in acknowledgement that GP's don't currently have capacity to be issuing return to work certificates.*
- [2]** *Close contact is defined by the HSE as spending more than 15 minutes face-to-face contact within 2 metres of an infected person / living in the same house or shared accommodation as an infected person. [This is only a guide].*



## 20 **Cleaning Spaces with Suspected / Confirmed Cases**

- ▶ It is recommended cleaning an area with normal household disinfectant after a suspected coronavirus (COVID-19) case has left will reduce the risk of passing the infection on to other people
- ▶ If an area can be kept closed and secure for 72 hours, wait until this time has passed for cleaning as the amount of virus living on surfaces will have reduced significantly by 72 hours
- ▶ For cleaning purposes, wear a face mask, disposable or washing up gloves. These should be double-bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished
- ▶ Using a disposable cloth, first clean hard surfaces with warm soapy water. Then disinfect these surfaces with the cleaning products you normally use. Pay particular attention to frequently touched areas and surfaces, such as bathrooms, grab-rails in corridors and stairwells and door handles
- ▶ If an area has been heavily contaminated, such as with visible bodily fluids, from a person with coronavirus (COVID-19), consider using protection for the eyes, mouth and nose, as well as wearing gloves and an apron
- ▶ Wash hands regularly with soap and water for 20 seconds, and after removing gloves, aprons and other protection used while cleaning

### **Principles of cleaning after the case has left the area**

#### **Personal Protective Equipment (PPE)**

- ▶ The minimum PPE to be worn for cleaning an area where a person with possible or confirmed coronavirus (COVID-19) is disposable gloves and an apron. Hands should be washed with soap and water for 20 seconds after all PPE has been removed.
- ▶ If a risk assessment of the setting indicates that a higher level of virus may be present (for example, where unwell individuals have slept such as a hotel room or boarding school dormitory) or there is visible contamination with body fluids, then the need for additional PPE to protect the cleaner's eyes, mouth and nose might be necessary.

#### **Cleaning and Disinfection**

Public areas where a symptomatic individual has passed through and spent minimal time, such as corridors, but which are not visibly contaminated with body fluids can be cleaned thoroughly as normal.

All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including:

- ▶ objects which are visibly contaminated with body fluids
- ▶ all potentially contaminated high-contact areas such as bathrooms, door handles, telephones, grab-rails in corridors and stairwells
- ▶ Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings, following one of the options below:

- ▶ use either a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine

**or**

- ▶ a household detergent followed by disinfection (1000 ppm av.cl.). Follow manufacturer's instructions for dilution, application and contact times for all detergents and disinfectants

**or**

- ▶ if an alternative disinfectant is used within the organisation, this should be checked and ensure that it is effective against enveloped viruses

**Additionally:**

- ▶ Avoid creating splashes and spray when cleaning.
- ▶ Any cloths and mop heads used must be disposed of and should be put into waste bags as outlined below.
- ▶ When items cannot be cleaned using detergents or laundered, for example, upholstered furniture and mattresses, steam cleaning should be used.
- ▶ Any items that are heavily contaminated with body fluids and cannot be cleaned by washing should be disposed of.
- ▶ If possible, keep an area closed off and secure for 72 hours. After this time the amount of virus contamination will have decreased substantially, and you can clean as normal with your usual products.

## Laundry

Wash items in accordance with the manufacturer's instructions. Use the warmest water setting and dry items completely. Dirty laundry that has been in contact with an unwell person can be washed with other people's items.

Do not shake dirty laundry, this minimises the possibility of dispersing virus through the air.

Clean and disinfect anything used for transporting laundry with your usual products, in line with the cleaning guidance above.

## Waste Management

Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues):

1. Should be put in a plastic rubbish bag and tied when full.
2. The plastic bag should then be placed in a second bin bag and tied.
3. It should be put in a suitable and secure place and marked for storage until the individual's test results are known.

Waste should be stored safely and kept away from children. You should not put your waste in communal waste areas until negative test results are known or the waste has been stored for at least 72 hours.

- ▶ if the individual tests negative, this can be put in with the normal waste
- ▶ if the individual tests positive, then store it for at least 72 hours and put in with the normal waste.



## 21 Statutory Training Updates

### Safe Pass

On the 31st of March 2020, the Minister Pat Breen signed a Statutory Instrument that extends the expiry date of Safe Pass cards, that expired since the 1st March 2020 for the duration of the COVID-19 emergency.

Safe Pass courses recommenced on 15th June, with participants limited to 8-10 (min-max), and extended hours to facilitate more breaks and social distancing. For information on Safe Pass courses in operation, email: [csuinfo@solas.ie](mailto:csuinfo@solas.ie)

### Under Level 5 of the “National Framework for Living with Covid 19”, Safe Pass and CSCS programme delivery will continue.

Please note, site personnel for which there is a mandatory requirement for Safe Pass are – “General Construction Workers / Craft workers and on-site security personnel”. It is recommended that companies review their own company policies that might extend beyond this at this time.

Should it be a client requirement that “everyone” on site must have Safe Pass – this requirement should be revisited.

### Construction Skills Certification Scheme (CSCS) card renewal

The Safety, Health and Welfare at Work (Construction) Regulations 2013 still apply on construction projects and therefore, the categories of workers carrying out operations listed on Schedule 5 of the Regulations, must be in possession of current cards – the renewal of these cards does not require the attendance at a training / renewal programme and can be achieved by following the instructions below;

#### Renewal of CSCS Card

To renew a CSCS Experienced Operator Registration Card, complete the online form at: <https://cardrenewals.solas.ie/#/cscs/renew> and attach a current passport-quality photograph together with an online payment.

### Replacement CSCS Card

If a CSCS Registration Card has been lost, stolen or damaged, the owner can apply for a replacement, attaching a current passport-quality photograph together with an online payment.

See: <https://cardrenewals.solas.ie/#/cscs/replace>

### First Aid Responder Training

The following information was issued by the Pre Hospital Emergency Council (PHECC) - at time of writing, CIF is engaging with PHECC to allow for a further extension - updates will be issued via CIF All Members Circular:

*PHECC acknowledged in March 2020 that if a Responders certification had lapsed, an RI/ATI may allow an extended grace period before a full course would be required to maintain FAR certification. All PHECC certification at Responder level (FAR, EFR and CFR-C) which has lapsed since March 2020, which has not been re-certified by October 31st 2020, will require a new course to be completed. Any PHECC certification at Responder level (FAR, EFR and CFR-C) which expires after this date will need to be re-certified within 30 days of the expiry date, or will require a new course to be completed.*

*PHECC have confirmed that they are not in a position to extend the expiry date on FAR certificates, which certifies a minimum level of competence in First Aid Response and neither are PHECC recognised RI/ATI's. The Health and Safety Authority acknowledge that the First Aid Regulations require employers, based on a risk assessment, to have sufficient first aid equipment and trained first aiders in the workplace. The regulations do not specify the training standard, duration of training and retraining and recertification periods but the Authority will continue to recognise first aid responders existing FAR certification during the Covid 19 pandemic while they wait to be recertified. Those first aiders can continue to administer first aid in the workplace”, as per: [https://www.phecit.ie/PHECC/Publications\\_and\\_Resources/Newsletters/Newsletter\\_Items/2020/Update\\_on\\_FAR\\_Responder\\_recertification](https://www.phecit.ie/PHECC/Publications_and_Resources/Newsletters/Newsletter_Items/2020/Update_on_FAR_Responder_recertification)*

## 22 Additional Reading

### **NATIONAL FRAMEWORK FOR LIVING WITH COVID 19**

- ▶ <https://www.gov.ie/en/>

### **CIF GUIDANCE ON COVID-19**

- ▶ <https://cif.ie/coronavirus/>

### **COVID-19 (CORONAVIRUS) ADVICE FROM HSA**

- ▶ <https://www.hsa.ie/eng/topics/covid-19/>

### **COVID 19 SPECIFIC NATIONAL PROTOCOL FOR EMPLOYERS AND WORKERS**

- ▶ Link to Health and Safety Authority (HSA) checklists and templates:  
[https://www.hsa.ie/eng/topics/covid-19/return\\_to\\_work\\_safely\\_templates\\_and\\_checklists/](https://www.hsa.ie/eng/topics/covid-19/return_to_work_safely_templates_and_checklists/)

### **LATEST INFORMATION FROM HEALTH SERVICES EXECUTIVE:**

- ▶ For the most up to date information, from health care professionals, members are advised to monitor the HSE website:  
<https://www2.hse.ie/coronavirus/>

### **CONTINUITY PLANNING**

- ▶ On 9th May 2020, the Department of Business, Enterprise and Innovation released a 'Return to Work Safety Protocol'.  
<https://www.gov.ie/en/publication/22829a-return-to-work-safely-protocol/>

### **RESILIENCE AND RECOVERY 2020-2021: PLAN FOR LIVING WITH COVID-19**

- ▶ <https://www.gov.ie/en/campaigns/resilience-recovery-2020-2021-plan-for-living-with-covid-19/>

### **NSAI COVID-19 WORKPLACE PROTECTION AND IMPROVEMENT GUIDE**

- ▶ <https://www.nsai.ie/covid-19workplaceprotection/>

### **POSTERS**

- ▶ The HSE has prepared a package of resource materials that may be displayed in all workplaces and sites. See:  
<https://www.hse.ie/eng/services/news/newsfeatures/covid19-updates/partner-resources/>

### **TRAVEL ADVICE**

- ▶ Travel advice is available on the website of the Department of Foreign Affairs at:  
[www.dfa.ie/travel/travel-advice/coronavirus](http://www.dfa.ie/travel/travel-advice/coronavirus)

### **HEALTH PROTECTION SURVEILLANCE CENTRE (HPSC)**

- ▶ The HPSC provide advice for the general public and for specific groups and settings including employers, healthcare professionals, education settings and religious settings at:  
[www.hpsc.ie](http://www.hpsc.ie)

### **WORLD HEALTH ORGANISATION (WHO):**

- ▶ [www.who.int](http://www.who.int)

### **CENTRE FOR DISEASE CONTROL (CDC):**

- ▶ [www.cdc.gov](http://www.cdc.gov)


### **WORKPLACE RELATIONS COMMISSION (WRC):**

- ▶ <https://www.workplacerelations.ie/en/>

## 23 Reference Documents

### SITE AWARENESS POSTER

Client Logo Here



# Coronavirus (COVID – 19)

XXX PROJECT NAME HERE XXX

**If you answer yes to one or more of the following,**

1. If you have been in close contact with a confirmed COVID-19 case
2. If you have travelled to Ireland from another country other than northern Ireland.
3. You are showing symptoms of the COVID – 19 virus (in line with the HSE guidelines [www.hse.ie](http://www.hse.ie))
  - Shortness of breath
  - Breathing difficulties
  - Fever (high temperature)
  - A cough,
  - Sudden loss of sense of smell or taste
  - Flu like symptoms

**Please take the following steps:**

1. Do not enter site
2. Contact the HSE helpline for advice
3. Contact site management and keep them informed on updated on progress.
4. Site Management will take advise from the HSE helpdesk and follow their instructions as necessary.
5. Site Management will issue an update to all site personnel on any additional actions to be taken.

**Confirmed POSITIVE Case!**  
Site will follow advice and instructions of the HSE and advise site of the appropriate action to be taken.

**Confirmed NEGATIVE Case!**  
No further action required with individual and continue to follow HSE guidelines and precautions..

Rev 6\_03/07/2020

## 23 Reference Documents *continued*

### SAMPLE - SITE RESPONSE TO SUSPECTED COVID -19 CASE

Pre-Testing	<b>Person presents as having been identified as a Close Contact with a confirmed Covid-19 case by the HSE</b> <ul style="list-style-type: none"><li>• Notify Company/ Project Management and EHS of the individual.</li><li>• Individual is told to go home and isolate.</li><li>• Check if the individual identified as a Close Contact has been working closely with others on site. Consider removing these others as well, until the Close Contacts test result has been confirmed.</li></ul>	<b>Person presents with symptoms of Covid-19</b> <ul style="list-style-type: none"><li>• Notify Company/Project Management and EHS of the individual.</li><li>• Individual is told to go home to isolate and contact their GP.</li><li>• Check if the individual with symptoms has been working closely with others on site. Consider removing these others as well, until the individual with symptoms condition has been confirmed.</li></ul>	
	<b>Confirmation of Positive Covid-19 Test</b> <ul style="list-style-type: none"><li>• Notify Company Management and EHS of positive case.</li><li>• Notify Clients and Project Managers.</li><li>• Notify all project stakeholders, including subcontractors, design teams and any other regular visitors to site.</li><li>• Arrange additional cleaning resources with cleaning contractor with immediate effect to focus on any suspected contaminated areas.</li><li>• Hold a briefing with all site personnel to update them of the communication that was issued to their employers and give them an opportunity to raise concerns or queries.</li><li>• If it is a single isolated case, send email to HSE point of contact. HSE may or may not contact the site.</li><li>• Where there is more than one Covid-19 positive case, engage with the HSE by phone and email for further guidance.</li></ul> <b>Prepare to discuss the following with HSE during dialogue:</b> <ol style="list-style-type: none"><li>1. Contact tracing</li><li>2. Access control to site</li><li>3. Control measures following confirmed case</li><li>4. Existing cleaning protocol on site</li><li>5. Welfare facilities</li><li>6. Individuals work activities</li><li>7. Travel to work, commuting/walking to site</li><li>8. Interaction off site</li><li>9. Imminent risk of partial or site closure.</li></ol> <b>Individual can return to work when they have been:</b> <ul style="list-style-type: none"><li>• 5 days without a temperature, and</li><li>• 10 days since first symptom developed and individuals' symptoms are improving.</li></ul>	<b>Confirmation of Negative Covid-19 Test</b> <table><tr><td><b>Negative test for Close Contact</b><ul style="list-style-type: none"><li>• Test results for both day 1 and 7 (where a second test is completed) must be sent to Company/Project Management confirming negative result.</li><li>• Continue to isolate as per HSE guidelines. Once the 14-day isolation period is complete and no symptoms appear during this time the individual can return to work.</li></ul></td><td><b>Negative test for Symptoms</b><ul style="list-style-type: none"><li>• Test results must be sent to Company/Project Management confirming Covid-19 negative.</li><li>• Individual can return to work when they have no symptoms of illness.</li></ul></td></tr></table>	<b>Negative test for Close Contact</b> <ul style="list-style-type: none"><li>• Test results for both day 1 and 7 (where a second test is completed) must be sent to Company/Project Management confirming negative result.</li><li>• Continue to isolate as per HSE guidelines. Once the 14-day isolation period is complete and no symptoms appear during this time the individual can return to work.</li></ul>
<b>Negative test for Close Contact</b> <ul style="list-style-type: none"><li>• Test results for both day 1 and 7 (where a second test is completed) must be sent to Company/Project Management confirming negative result.</li><li>• Continue to isolate as per HSE guidelines. Once the 14-day isolation period is complete and no symptoms appear during this time the individual can return to work.</li></ul>	<b>Negative test for Symptoms</b> <ul style="list-style-type: none"><li>• Test results must be sent to Company/Project Management confirming Covid-19 negative.</li><li>• Individual can return to work when they have no symptoms of illness.</li></ul>		
Post-Testing	<b>Continue with communications to all site personnel including:</b> <ol style="list-style-type: none"><li>1. Continue to wash hand.</li><li>2. Continue to maintain 2 metres.</li><li>3. Wear face coverings from the entrance point.</li><li>4. Recommend downloading and use of the HSE tracker app.</li></ol>		



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