



HOUSING RECOVERY PROJECT - HRP

ENVIRONMENTAL, SOCIAL, HEALTH AND SAFETY TIPS Guide for HRP Construction Sites


Version 2


Disclaimer:


The material and information contained on this document is for general information purposes only and is not all-inclusive. Contractors and workers on site should not rely on this information as a basis for making any business, legal or any other decisions. Contractors and workers on site must rely on guidance and directives from the Design and Supervision Firm (DSF), Clarkebond team, hired under the Housing Recovery Project and the appropriate national authorities.


Purpose: Environmental, social, health and safety risks are rated ‘substantial’ on the Housing Recovery Project by the World Bank. Therefore, the following are some tips recommended to minimize risks associated with workers’ and communities’ health and safety, together with the mitigation of the environmental and social risks.


Goal: Limit project risk


	- Environmental, Health & Safety - General
HRP Guide	<ul style="list-style-type: none"> ▪ Site must be safe at all times. ▪ No access to unauthorized personnel, including children. ▪ Ensure your activity does not contaminate the surrounding environment - air, soil, water, vegetation, road/pavement/pathway. ▪ Implement pest control measures as prescribed by the Environmental Health Department for construction. ▪ Manage hazardous waste as required by law or directed by the supervisor. ▪ Follow best safe industry procedures or as directed by the supervisor, particularly: <ul style="list-style-type: none"> ○ When excavating a trench; ○ When working on heights <ul style="list-style-type: none"> ▪ e.g. using a ladder, working on a roof, using a scaffold; ○ When using electrical equipment.


	- Workers' Code of Conduct - Priority Actions
HRP Guide	<ul style="list-style-type: none"> ▪ Assign responsibilities to staff for the implementation of the Environmental and Social Management Plan guidelines and standards within the scope of works. ▪ Demonstrate social sensitivity to the demographic groups in the communities where the construction works will take place and maintain good community relations. ▪ Verify age and work permits of all construction workers. ▪ Install appropriate signage. ▪ Ensure traffic safety. ▪ Works will be conducted during regular working hours 8 am to 5 pm, Monday to Friday. In the event works are to be conducted beyond the normal working hours, and on Saturday and Sunday, neighboring property owners and communities should be informed by the Contractor. ▪ Provide Protective Personnel Equipment (PPE) to workers. ▪ Maintain proper waste storage and disposal. ▪ Provide adequate toilet facilities for workers.

	- Workers' Code of Conduct - Prohibited Actions
HRP Guide	<ul style="list-style-type: none"> ▪ Cutting of trees for any reason outside the approved construction area. ▪ Disturbance to or removal of anything with architectural or historical value. ▪ Burning of waste/Open fires (or any outdoor fires). ▪ Illegal dumping of demolition material and debris. ▪ Use of unapproved toxic materials, including lead-based paints, asbestos, etc. ▪ Use of alcohol or illicit drugs whilst on the construction site. ▪ Use of child labour or forced labour. ▪ Physically or verbally abusive behaviour. ▪ Sexual harassment. ▪ Sexual activities on the construction site. ▪ Gambling on the construction site. ▪ Carrying of deadly weapons including licensed firearms whilst on the construction site.

	- Traffic Management - Particularly for constructions sites near the road or in a residential area
HRP Guide	<ul style="list-style-type: none"> ▪ Seek advice and where necessary permission from the Traffic Department. ▪ Ensure signs are installed for sites near the road or in a residential area. ▪ Issue public announcement for traffic disruption. ▪ Establish community outreach for residents affected. ▪ Implement other appropriate measures.

	- COVID-19 Guidelines - for Construction Works			
HRP Guide	<ul style="list-style-type: none"> ▪ Regularly and thoroughly clean hands with soap and water or alcohol-based hand rub. ▪ Avoid touching face, nose, eyes, mouth. ▪ Wear a mask especially in close proximity to another person. ▪ Avoid touching the outside of your mask. If you do, wash your hands or use hand sanitizer with at least 60% alcohol content. ▪ Maintain 3 feet distance between yourself and anyone as much as possible, especially with someone who is sneezing or coughing. ▪ Cover your mouth and nose with your bent elbow or tissue when you cough or sneeze. Dispose of the used tissue immediately in a covered bin. ▪ Avoid using other workers' phones, tools, equipment, or other work items as much as possible. ▪ Sanitize tools, equipment and other devices used on site. ▪ If you develop a mild cough or low-grade fever (i.e. temperature of 37.3°C or more), stay away from work site and seek medical advice and care. ▪ Instructions on isolation or quarantine should be strictly followed before returning to work. ▪ Call the COVID hotline for further information. 			
COVID HOTLINE	448-2161	448-2153	448-2156	611-4325

	- PPE - Personal Protective Equipment
HRP Guide	<p>Use of:</p> <ul style="list-style-type: none"> ▪ Hard hat ▪ Construction work gloves ▪ Safety or high visibility vests ▪ Hard sole steel toe shoes ▪ Long pants <p>Where applicable, use of:</p> <ul style="list-style-type: none"> ▪ Harness for heights ▪ Respiratory protection, example for grinding, sanding ▪ Safety glasses ▪ Earplugs recommended when high level sounds exceed 85 dB

	- 'Chance Find' Guidelines - for Construction Works
HRP Guide	<ul style="list-style-type: none"> ▪ During excavation, if any 'physical cultural resource finds' are uncovered, stop earth works in the area. ▪ Immediately contact the Design and Supervision Firm (DSF) and the respective authority. ▪ Follow up with the DSF and or respective authority as directed. ▪ Call the Physical Planning Division to investigate and conclude the physical cultural resource find. ▪ Call the Central Investigation Department of the Dominica Police Force to investigate and conclude on the chance find of human remains. ▪ Keep the Project Implementation Unit updated and seek support where required.
'Chance Find' Definition	<ul style="list-style-type: none"> ▪ Physical Cultural Resource Find - any historic cultural resource found on the site, particularly during excavation works. ▪ Human Remain Find - any human remains found on site (example from private burial grounds) that may be uncovered during excavation works.




- Grievances versus Disputes - for HRP Contractors

HRP Contractor Disputes versus Project Grievance

- Contractual disputes must be handled in accordance with the project contract:
 - Article 1: Scope of the agreement
 - Article 2: Location of works
 - Article 3: Type and amount of the procurement agreement
 - Article 4: Starting date of the works
 - Article 5: Schedule of activities and duration
 - Article 6: Supervision and control of the works
 - Article 7: Works instructions
 - Article 8: Contact details of the contractor
 - Article 9: Visits to the works site
 - Article 10: Substantial completion
 - Article 11: Retention held for correction of defects
 - Article 12: Defect liability period
 - Article 13: Regulation and schedule of the payments
 - Article 14: Updating and price revisions
 - Article 15: Tax and custom duty
 - Article 16: Liquidated damages for delay in completion
 - Article 17: Variation in to the scope of works
 - Article 18: Interruption of the activities of the contractor
 - Article 19: Termination
 - Article 20: Competent workforce
 - Article 21: Emergency cases
 - Article 22: Health and safety
 - Article 23: Workers
 - Article 24: Works near the construction site
 - Article 25: Inclement weather
 - Article 26: Liability of the contractor and insurance
 - Article 27: Protection of the works
 - Article 28: Claims and disputes

- Other grievance can be handled under the project grievance redress system.

	- Some General Project Guidelines - for Contractors and Beneficiaries
HRP Guide	<ul style="list-style-type: none"> ▪ Beneficiaries MUST indicate their site boundaries on the ground to the contractor in order to facilitate the commencement of construction. Hence, beneficiaries are advised to locate their site boundaries as soon as they have become an approved beneficiary. ▪ Beneficiary, contractor and the DSF inspector will arrange a joint visit when the correct site boundaries have been obtained, and construction is ready to commence. ▪ Any changes to the house design must be approved by the Design and Supervision Firm. ▪ Beneficiaries who promise contribution should provide same to the contractor prior to the works execution. ▪ Beneficiaries may provide labour voluntarily, provided the contractor agrees. ▪ Beneficiaries who volunteer must abide with all the project guidelines, example use Personal Protective Equipment (PPE). ▪ Beneficiaries are free to visit the work site, but must wear PPE. ▪ Beneficiaries are not allowed to give the contractor or the construction workers directives on what to do. ▪ Beneficiaries should allow contractors and workers to conduct their work without interruption. ▪ Beneficiaries and contractors should consult the DSF on any concerns without delay.