A Healthy, Clean Work Environment for All

Your Workplace – Your site is your temple. Keep it like you would keep your temple.

A Clean Site - Housekeeping – Do's &

Do Not's Do's

Construction Roads:

1. WBM road to be made with drainage for ease of work during rainy season with underground pipe for cross dewatering and electric wires. For roads which are going to be used for construction purposes for more than 3 years, asphalt layer should be considered (if reasonably cost effective).Grouting can be done instead of asphalting.
2. Temporary roads to follow permanent road alignment to the extent possible.
3. Regular watering on WBM road/temporary roads to avoid

pollution. **Site Infra / Temporary works**:

1. Site head of Const Mgmt (level 2 and above) should prepare a detailed site logistics plan (help of Planning team can be taken) at start of project, showing stage of site every 6 months from start to finish, based on overall construction schedule. The plan should include following:
    a) Location of areas to be built (buildings, basement/podiums, clubhouse, other permanent structures).
    b) Location of key equipment.
    c) Location of offices (company and contractor).
    d) Location of storage spaces (company and contractor).
    e) Location of labour quarters & details thereto
    f) Status of various construction areas at the end of that period clearly showing when space is below finished ground level (**red**), when it is at ground level (**brown**), when it is above finished ground level (**yellow**) and when it is at final level (**green**).
    g) Location for disposal point of construction waste.
    h) Routing of temporary service lines.
2. Wiring/cabling must be in proper defined manner and check by trained electrician every quarter. Safety guidelines in this regard to be followed in detail.
3. Water distribution pipes (permanent and temporary in building) should be checked once a month to ensure that there is no leakage (which leads to water wastage and stagnant water collection, finally leading to Malaria).
4. Material stacking - contractor / owner must stack the material in a proper way by providing barrication / yard. Proper marking and making of bay for sand, aggregate etc. (and use use of jcb to maintain at large site).
5. Use of mini rickshaw type tempo, loader , tractor trolley for material transfer so that proper stacking of material is done at site where space is a constraint and material is to be stacked depending on situations and vertical storage.

6. Make all swd (permanent or temporary in earth or bricks) so that the basement or the ground is free from mud with underground pipes wherever necessary.
7. All temporary works must be done in permanent way if to be used for more than 2 months as maintenance becomes an issue.
8.0 Toilets (preferably servant toilet in staircase etc.) at every 4 or 5 floors in building above 15 storey (for 15 storey urinals with only drainage can be considered) but necessarily 1 toilet at ground floor and 3 urinals for all buildings or in centre of 4 buildings cluster. These toilets must be with proper septic tank/soak pit provision and should be cleaned daily.
9. All working area must be properly lit, such that normal person can see clearly at 9 pm.
10. All expansion joints to be sealed and made water tight to prevent leakages.

Cleaning / Maintenance:

1. In urban areas, ensure that tyres of all heavy vehicles which leave the site are duly cleaned. When loose goods (like soil) are taken out of site, said vehicles should have proper cover to prevent spillage on external roads.
2. Earmark proper space (with drainage) for cleaning of concrete pumps and transit mixer.
3. When water tankers enter site, it should be seen that they are not leaking from the tap. Similarly, when water tanker is being discharged into the storage tank, it should be ensured that pipe is not leaking and dropping water all over the place.
4. Notice to all contractors that if they handover the flat in clean condition and duly take clearance from the supervisor or the next contractor than no debit for housekeeping will be done to them else they will also be part of regular housekeeping debit, mainly electrical, gypsum ,plumbing, waterproofing contractors. Civil can never be forgotten.
5. All external plaster activities to be done by covering hessian cloth.
6. Associates / supervisors must assure everyday cleaning after completing the particular activity at site and the same must be noted / register in day to day.
7. Conduct regular pest control at site / site offices/ labour camp (once every 3 to 6 months).
8. Special care to to be taken in late May/early June for monsoon preparedness:
    a. It is to ensured that there are no areas where stagnant water can collect.
    b. All electric wires and sockets are properly checked and secured.
    c. Special drive is undertaken to remove all debris/garbage from site and labour areas.
9. “Cleanliness Awareness Program” for Lodha staff, Contractor and Contractor

labours at site.

10. All labours can be asked to do cleaning work every Saturday morning for one hour before starting work.
11. Cleaning the floor of all concrete waste and balance shuttering of the floor below once the slab is casted 4 floors above (we should try to limit this to 2 floors).
12. The area where debris chute discharges the debris on the ground floor should be property segregated, so that debris does not spread all over the place.
13. Empty cartons , empty unuseable bags , crates and wrapping/ packing material has to be disposed off regularly .
14. See that contractors don't leave behind incomplete work and unused material before moving into new work area.

Labour Quarters:

1. Project Manager is responsible for ensuring clean, hygienic and sage living conditions for the site labour.
2. Toilets must be with proper septic tank/soak pit provision.
3. Toilet must be 1 per 25/50 labours.
4. No gap to be kept in any corner of or between any 2 labour rooms as labours tend to throw the waste there.
5. Family rooms must be preferably away or at one side with drainage as they are more prone to dirty as the room is occupied full time (children).
6. Separate bathing, washing area, 1 tap per 30 nos. with 1 bar pressure (max, else wastage) (time restriction depending upon availability and site conditions) with proper disposal arrangement of waste water. Containerized STP recommended for large / very large sites if alternate arrangements are not available.
7. Dust bin for all huts + central dustbin per 20 huts of 200 ltrs with agency to maintain the disposal of same on daily basis.
8. Quarterly round of labour camp by Project Manager to ensure that things are being properly maintained and no untoward activities are taking place.

General:

9. Like safety sign boards, housekeeping sign boards must be also posted at different location
10. Where there is basement, pl close all the shaft at 2 levels above ground horizontally and at basement level vertically with use of auto dewatering system else malaria will be our home town.
11. RMC plant equipment area to be covered with micro/agro net to avoid dust

pollution.

12. Avoid eating / chewing pan, pan masala at site.
13. Smoking / consuming alcohol strictly prohibited.

Do Not's

1. Open toilet drain or bypass to nullah (prohibited).
2. Stagnant water at site / Excavation pit (always avoid).
3. Temporary stacking of material.
4. Selling of tobacco, cigarettes, gutkas at site (prohibited).
5. Bathing , washing clothes or utensils near construction water tanks not to be allowed.
6. Excavated material if not taken away , should be stacked at one place and not spread all over the site.
7. Throwing debris in service shafts or from window openings to be strictly prohibited.
8. In absence of construction chute, construction waste should not be thrown around but filled in empty bags transported to disposal point thru hoists or trolleys.
9. Do not stack bricks more than 5' high as labour throw out bricks stacked higher than where they can be easily kept in the head pan.