

Guidelines – Welfare Facilities at Labour Camps

PCFC- Entity (Business Unit) Name	:	Trakhees (Dept. of Planning & Development)
Department Name	:	Civil Engineering Department (CED)
Section Name	:	Inspection & Compliance (Construction Safety)
Document Reference Number	:	PCFC-TRK-CED-CS-G01
Revision Number	:	02
Revision Date	:	January 2019
Classification	:	Public

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<p>PORTA CABINS</p>	<p>EMERGENCY PREPAREDNESS & RESPONSE PROCEDURE</p>	<p>BEDS, COOLING & LOCKER FACILITY</p>
<ul style="list-style-type: none"> • Obtain prior permission (NOC) from Trakhees for constructing a labour camp. • Use flameproof material for the construction of Porta cabins. • Keep enough space between the two Porta cabins to be used in case of an emergency. • Ensure that Porta cabins are of sound construction and capable of withstanding normal wind storms. 	<ul style="list-style-type: none"> • Provide appropriate fire-fighting equipment. • Ensure that an adequate quantity of water is available with sufficient pressure at all times. • Display appropriate sign boards with Assembly Points clearly marked. • Communicate the roles and responsibilities of labourers, in case of an emergency. 	<ul style="list-style-type: none"> • Provide good air cooling facilities, lighting & locker arrangements. • Check & get approved all the electrical connections & fittings through a licensed electrician. Provide appropriate ELCB's. • Display camp rules and regulations (Do's and Don'ts) at conspicuous locations.
		
<p>POTABLE DRINKING WATER</p>	<p>URINALS AND WC'S</p>	<p>WASH BASINS AND SHOWER POINTS</p>
<ul style="list-style-type: none"> • Provide a sufficient quantity of cold & clean potable drinking water. • Maintain clean and hygienic condition around the water coolers. • Ensure that the filters of water coolers are cleaned periodically. 	<ul style="list-style-type: none"> • Provide sufficient numbers of urinals & WC's in the toilet block. • Maintain toilet blocks in good usable condition. • Provide effective drainage system with septic tank 	<ul style="list-style-type: none"> • Ensure that adequate number of wash basins & shower points are provided. • Maintain them in clean & usable condition. • Carry out pest control in different areas regularly. • Provide hot water facility in the toilet block.

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<p style="text-align: center;">STORAGE OF FLAMMABLE MATERIAL</p> <ul style="list-style-type: none"> • Ensure that the flammable storage is kept away from the residential zones. • Display emergency contact numbers clearly and prominently. • Display & communicate to workers the MSDS and action to be taken in case of an emergency. 	<p style="text-align: center;">SECURITY CHECK</p> <ul style="list-style-type: none"> • Provide appropriate security personnel to prevent unauthorized entry in to the camp area. • Maintain register to keep a track on the head count of persons present in the camp at any given time. • Control the traffic movement & provide enough parking spaces for vehicles. 	<p style="text-align: center;">DIESEL GENERATOR</p> <ul style="list-style-type: none"> • Locate the DG sets away from the flammable storage area. • Enclosed type of DG sets will be ideal to avoid unnecessary noise. • Provide proper floor and bunding if required to take care of spillage.
		
<p style="text-align: center;">GARBAGE COLLECTION & DISPOSAL</p> <ul style="list-style-type: none"> • Provide appropriate bins for collecting garbage. • Dispose off the garbage on regular basis. • Carry out pest control in this area 	<p style="text-align: center;">SEPTIC TANK</p> <ul style="list-style-type: none"> • Provision of enclosed type of septic tank is mandatory. • Dispose off the sewage regularly. • Do not allow the septic tank to overflow. • Keep the surrounding clean & tidy. 	<p style="text-align: center;">WASHING FACILITY</p> <ul style="list-style-type: none"> • Provide adequate clothes washing facilities. • Provide appropriate clothes drying facility. • Ensure that proper drainage system is provided & maintained.

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<p>KITCHEN FACILITY</p>	<p>DINNING AREA</p>	<p>SHOPPING</p>
<ul style="list-style-type: none"> • Provide proper kitchen facility for cooking food. • Ensure that cooks are certified through Govt. agency. • Take necessary Fire safety precautions in this area. • Always maintain good housekeeping in this area. 	<ul style="list-style-type: none"> • Provide shaded dinning area with tables & chairs for eating food. • Ensure that proper lighting and ventilation is provided in this area. • Provide adequate numbers of insect killers in this area. • Always maintain good housekeeping. 	<ul style="list-style-type: none"> • Provision of shopping facility will be added advantage. • Household items may be sold at this out let. • Do check for expiry dates of food & other items being sold. • Maintain good housekeeping in this area. • Obtain necessary license/ permission for shops.
		
<p>FIRST AID</p>	<p>RECREATION AREA</p>	<p>REST ROOMS</p>
<ul style="list-style-type: none"> • Provide First aid facility round the clock. • Maintain stock of medicines as per the DM rules & regulations. • Provide full time designated first aider or male nurse as the case may be. 	<ul style="list-style-type: none"> • Provide recreation facilities for the workers with TV & Audio arrangement. • Adequate air conditioners to be provided for better ventilation. • Maintain good housekeeping in this area. 	<ul style="list-style-type: none"> • Provide well shaded rest rooms. • Provide sufficient numbers of chairs and tables for workers. • Keep the area clean.