

Development and Business

The following Minimum Standard is applicable on all projects within the following Business Streams/Units:

- Housing Maintenance
- Living
- Facilities Management

Introduction

All site accommodation must conform to this standard. Site accommodation, office and welfare units must be delivered and subsequently remain in a clean, tidy and serviceable condition and not be used for storage. Fully operational facilities must be in place on day one and remain in place until completion of the project.



General Requirements

- The delivery and unloading arrangements must be managed effectively. The safe system of work should include protection of workers from falls from vehicles/units and safe lifting practices
- Provide steps leading into doorways when accommodation units are raised above ground level. Provide proprietary stairs when units are double stacked
- Fit skirting to prevent rubbish accumulating under raised accommodation units
- Sinks should be fitted with non-concussive taps (NC) (push taps) or NC air rated taps. Door closures should be fitted to all external doors
- Lights in low use areas, such as toilets and canteens, should be fitted with PIR sensors
- All heaters should be fitted with timers
- If food premises are provided as part of the welfare set up, the Food Safety Act and relevant Regulations shall apply. Food premises including vehicles and trailers may only be used if registered with the local food licensing authority. Please refer to local authority Environmental Health Team and/or CITB GE700 Section B.
- When planning open plan office layouts, consideration must be given for each user to ensure adequate work space. 11m³ per person is preferred
- Hot and cold running water must be available along with means of warming food
- Potable drinking water and means of boiling water must be provided. Mains fed water boilers are the preferred method of boiling water on site. Burco boilers must be fixed in position to prevent tipping
- Cups or other drinking vessels must be provided
- Consideration should be given to use of low energy/LED lighting. Security lighting must be directed away from residential neighbours and/or sensitive wildlife
- Lockers to be fixed securely where possible

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Toilet Facilities

(Extract from BS6465-1:2006)

Adequate toilet, changing & drying facilities must be provided, sufficient for the number of personnel on site, including showers if appropriate. When showers are provided it is imperative that any potential 'dead legs' are minimised. Showers should be flushed through weekly, if not in regular use. For further information regarding risks associated with Legionella contact a member of the SHE team. Every site should have arrangements for securely storing personal clothing not worn on site

Number of males at work	Number of WC's	Number of Urinals	Number of Washbasins
1 to 15	1	1	1
16 to 30	2	1	2
31 to 45	2	2	2
46 to 60	3	2	3
61 to 75	3	3	3
76 to 90	4	3	4
91 to 100	4	4	4
Above 100	4, plus 1 urinal and washbasin for every unit or fraction of a unit of 50 males		

Men and women may use the same toilet, if it is in a lockable room and partitioned from any urinals. Otherwise provide separate toilets. Sanitary waste disposal should be provided in facilities used by female workers. Toilets should be dual flush.

Note:

Temporary toilet cubicles are only permissible via risk assessment and following discussion with a member of the SHE Team. Where there is no alternative but to use a temporary toilet cubicle, then the preferred standard is: -

- A flushing porcelain or polycarbonate WC
- Mains water connection
- Electric water heater and lighting



Images show temporary toilet plumbed into the main waste, water and electric supplies

Deb Skin Care Boards (including deb deflect) are to be fitted as standard in washing facilities

Suitable 'service' arrangements for cleaning and replenishing accommodation and welfare units are in place and remain effective.

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Illustrations show a typical welfare unit comprising of toilet and washing facilities including Deb Skincare Board



The risks associated with heaters must be highlighted by warning signage



Planning

The provision of welfare facilities, their location on site and maintenance arrangements must be considered at the planning stage of every project.

Competence/Training

All persons involved with the delivery, unloading and lifting in of temporary cabins must be able to demonstrate their competence.

Documentation

Electrical distribution and handover certification must be provided prior to use. The safe removal of such services must be carefully planned prior to decommissioning.

PAT tests certificates for individual electrical items.

Installation certificate of approval for the units.

Further Guidance/Reference

- CITB GE 700
- Joint Code of Practice for Fire Prevention on Construction Sites
- SHEMS-STD-GR-014 Risk Assessment Management Standard
- SHEMS-STD-GR-045 Management of Lifting Operations Standard
- SHEMS-STD-GR-054 Legionella Standard

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Transient sites

For the purpose of this Minimum Standard, a transient site is either where short duration work (up to a week) is carried out at one or many locations, or is of longer duration carried out while moving over a continuous geographical area e.g. laying of utilities or highways maintenance.

Transient welfare facilities: the options

Type of installation	Additional notes
1a Fixed installation: connected to mains drainage and water	Order of preference: <ul style="list-style-type: none"> ▪ On site ▪ At a base location ▪ At a satellite compound NB: This may include the prearranged use of private facilities. Permission preferably in writing, should be obtained from the proprietor in advance of the work starting. The use of public toilets is acceptable only where it is impractical to provide or make available other facilities.
1b Portable water flushing units with water bowser supplies and waste storage tanks	
2 Portable installation on site	Consisting of chemical toilet(s), washing facilities and sufficient tables and seating
3 Suitable designed vehicle	Consisting of chemical toilet(s), washing facilities and sufficient tables and seating
4 Facilities which are conveniently accessible to the workforce (includes public toilets)	Use of public toilets is acceptable only where it is impractical to provide or make available other facilities
5 Portable installation near site	Incorporating a chemical toilet, washing facilities and sufficient tables and seating

Further Guidance/Reference

HSE CIS 59 – Provision of Welfare Facilities for Construction Workers

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