

Environmental and Social Code of Conduct

Construction of Dining Hall and Balance Work at COVID 19 Intermediate Treatment Center at DGH Ampara

Sri Lanka COVID 19 Emergency Response and Health System Preparedness Project

E&S code of conduct: Construction of Dining Hall and Balance Work at COVID 19 Intermediate Treatment Center at DGH Ampara

Project description:

The COVID19 intermediate treatment center at DGH Ampara has been established in an unpopulated area of the Ampara District. The proposed dining hall will be located in the middle of the COVID 19 Intermediate treatment center, which allows access for all the COVID 19 patients from different wards to have their meals at a central point. The dining hall has no direct contact with the visitors entering the hospital. As the treatment center is located in an unpopulated area, the construction activities have no direct interaction with public places such as schools, banks, religious places, etc. Since the proposed construction is at the bare land in the middle of the intermediate treatment center, there is no direct impact on sensitive/threatened faunal or floral species due to construction activities. The Director of the hospital is collaborating with the PMU and will monitor the environmental and social friendliness of the project activities at the construction phase as well as the operational phase.

The food, paper, and plastic waste produced in the dining hall will be collected separately in the pedal-operated waste bins labeled according to the standard national color code system, for Healthcare waste management, in Sri Lanka. The food waste from the dining hall will be securely dumped or used for the biogas production system of the hospital without disposing for any type of animal consumption. The paper and plastic waste from the dining hall will be incinerated using the incinerator operating in the hospital. As a measure to reduce food waste production, the hospital will aware the patients using posters and announcements to receive food without exceeding the viable volume for individual consumption. The liquid waste produced from the dining hall will be directed to the hospital sewer system without direct disposal to the ground. The dining hall will be undergone routine cleaning after each meal by the patients under the monitoring of healthcare sanitary staff. All the sanitary staff members entering the dining hall will be equipped with personal protective equipment to avoid them being infected from COVID 19. The patients will be advised to perform hand hygiene before and after receiving each meal at the dining hall. The entry of any type of stray animals such as dogs and cats or insects like flies and cockroaches will be prevented by regular removal of food waste and keeping doors/windows under closed conditions. In addition, regular pest control activities will be carried at the functioning stage of the dining hall. The maintenance of hygienic conditions within the dining hall will be monitored under the closed supervision of the microbiologist of the hospital while reporting to the director of the hospital. Until completion of the construction activity of the dining hall facility; the COVID 19 patients will receive their meals within the same ward facilities that they are staying in.

The Balance work activity is mainly for the purchasing CCTV system to monitor illegal escape of covid 19 patients out of the hospital as well as unauthorized entries to the wards for COVID 19 patients. The CCTV cameras will be located in areas open for the public and not in any place, which could affect the privacy of patients and staff. Signs will be displayed a warning to patients and staff as surveillance CCTV system has been installed. The CCTV cameras will be located in places where there could be plausible escapes or entries such as doors and windows. In parallel to the CCTV observations, 24 hours physical observations will be carried by the hospital security to manage the illegal escapes and entries to the wards. The footage collected from the CCTV system will be managed by a responsible officer of the hospital under the close supervision of the director of the hospital. The footage will be allowed to automatically delete after a substantial period without purposive retaining for a prolonged period under normal conditions. The footage collected by the CCTV will not be allowed to use by any parties without legal provision from respective law enforcement authorities. Recorded images should only be disclosed in limited and prescribed instances and must comply with the purpose of monitoring practice. The hospital can process images under special requirements; such as the prevention and detection of crime. Only the relevant parts of any footage should be disclosed, and people unrelated to the incident should be blurred out at any legally authorized disclose to the public.

All contractors, sub-contractors or entities implementing construction of dining hall and balance work at covid 19 intermediate treatment center at DGH Ampara will ensure the following environmental and social safeguard measures during the process of project implementation.

Guidelines to planning and making a reasonable budget for the implementation of E&S codes and OHS measures

- The contractor shall follow the guidelines of below mentioned annexes of the document on COVID-19 OHS measures for Construction Projects; Annexure 1 (COVID-19 OHS Response Budget Template), Annexure 2 (Cleaning and Disinfection checklist) and Annex 3 (Camp accommodation preventive measures checklist). The document on the COVID-19 OHS measures for Construction Projects will be submitted to the contractor along with the E&S code of conduct of the project.

Management of the spread of Covid-19 or handling sudden Pandemic outbreaks

- The contractor shall follow applicable guidelines and measures outlined for COVID-19 prevention by the Ministry of Health in Sri Lanka.
- The contractor will at all times, ensure proper handwashing and sanitation facilities are available on the site.
- Measures should be in place to undertake daily temperature checks of workforce and enable physical distancing at the work site and interactions with communities should be minimized. Daily records of these checks should be maintained by the contractors site staff.
- If a worker is diagnosed with symptoms related to COVID-19 the contractor will immediately inform the MOH/PHI and follow instructions laid out by the Ministry of Health.

Material Sourcing

- To avoid significant impact on geological resources the contractor will ensure that sand, aggregates and other quarry material is sourced from licensed sources.
- The contractor is required to maintain the necessary licenses and environmental clearances for all borrow and quarry material they are sourcing to obtain soil , fine aggregate and coarse aggregate.
- Sourcing of any material from any protected areas and/or designated natural areas are strictly prohibited.
- The Project Supervision Engineer will require maintaining the numbers and relevant details of all necessary licenses etc. and report of their status accordingly.

Transport and Storage of construction materials

- Sites for storage of construction materials should be identified, without affecting the traffic, block access to homes or businesses and other common utilities that will lead to access issues as the compound is operational.
- All material for civil works should be transported in fully covered trucks. Overloading of vehicles with materials should be controlled and done in a manner to suit the trucks capacity.

- Construction material such as cement, sand and metal should be stored in closed structures or in a contained manner.

Dust pollution management

- All construction materials such as sand, metal, lime, bricks etc. should be transported under cover to the site and stored under cover at the sight. Plastic sheeting (of about 6 mm minimum thickness) can be used and held in place with weights, such as old tires or cinder blocks, with the edges of the sheeting buried, or by the use of other anchoring systems. This will minimize the levels of airborne dust.
- Continual water sprinkling should be carried out in the work and fill areas and the access road if dust stir is observed. Water sprinkling should be done more frequently on days that are dry and windy (at least four times a day) as the levels of dust can be elevated during dry periods. Dust barriers should be used during all construction activities, especially in areas along roads with heavy traffic, commercial and residential areas.

Noise pollution management

- Noise generating work should be limited to daytime (6:00AM to 6:00PM). Other type of construction work which will not disturb the environment by noise or vibration could be carried out during the nighttime. No work that generates excessive noise should be carried out during night hours (from 6:00PM to 6:00AM on the following day).
- Even during daytime use of the access road should be minimized during departure times (7:00AM to 8:30AM), school time (1:00PM-2:00PM) and arrival times (After 4:30PM -6:00PM). This will not only reduce noise levels but also help mitigate congestion issues in the area due to the construction activities.
- All equipment and machinery should be operated at noise levels that do not exceed the permissible level of 75 dB (during construction) for the daytime. For all construction activities undertaken during the nighttime, it is necessary to maintain the noise level at below 50 dB as per the Central Environmental Authority (CEA) noise control regulations
- All equipment should be in good, serviced condition. Regular maintenance of all construction vehicles and machinery to meet noise control regulations stipulated by the CEA in 1996 (Gazette Extra Ordinary, No 924/12) must be conducted for vehicles/machinery that will be used in construction on site and for transport.
- Ideally noise generating work should not be carried out during public holidays and religious days. Special care should be taken as there is a temple nearby.
- Labor gangs should be warned to work with minimum noise. Strict labor supervision should be undertaken in this respect. Number of nighttime resident laborers should be minimized.
- Temporary sound barriers should be erected around buildings or premises as appropriate to shield residents if there are complaints from them.

Vehicular noise pollution at residential / sensitive receptors

- Idling of temporary trucks or other equipment should not be permitted during periods of loading / unloading or when they are not in active use. The practice must be ensured especially near residential / commercial / sensitive areas.
- Stationary construction equipment will be kept at least 500m away from sensitive receptors, where possible. These include hospitals, schools, places of worship and households.
- All possible and practical measures to control noise emissions during drilling shall be employed.

Removal and Disposal of construction debris and excavated materials

- During site clearance activities, demolition and debris removal must be carried out swiftly and in well planned manner. Possibly debris removal can be carried out during non-peak hours to avoid traffic at the site.
- The contractor shall identify the sites for debris disposal and should be finalized prior to start of the earthworks; Spoil and other disposal materials should only be dumped at sites for which prior approval from relevant authorities such as the LA have been obtained.
- Taking into account the following :
 - The dumping does not impact natural drainage courses
 - No endangered / rare flora is impacted by such dumping
 - Should be located in nonresidential areas located in the downwind side
 - Located at least 100m from the designated forest land.
 - Avoid disposal on productive land.
 - Should be located with the consensus of the local community , in consultation with the engineer and shall be approved by the highways department
 - Minimize the construction debris by balancing the cut and fill requirements.
 - The contractor should avoid any spillage of spoil when transporting such materials to the approved material dumping sites.

Protection of topsoil

- The topsoil to be protected and compacted after completion of pipe laying activities.
- The contractor should attempt to reuse the cut material from earthworks for project activities where possible

Pollution from Fuel and Lubricants

- The contractor shall ensure that all construction vehicle parking location, fuel/lubricants storage sites, vehicle, machinery and equipment maintenance and refueling sites shall be located away from rivers and irrigation canal/ponds.
- Contractor shall ensure that all vehicle/machinery and equipment operation, maintenance and refueling will be carried out in such a fashion that spillage of fuels and lubricants does not contaminate the ground.
- Contractor shall arrange for collection, storing and disposal of oily wastes to the pre-identified disposal sites (list to be submitted to Engineer) and approved by the Engineer. All spills and collected petroleum products will be disposed off in accordance with standards set by the CEA/MoE.
- Engineer will certify that all arrangements comply with the guidelines of CEA/MoE or any other relevant laws.

Surface Drainage and Possible Water Stagnation

- Provide storm water drain system in the premises which shall discharge water to the improved roadside storm water drain.
- Carry out overall storm water management in the premises during construction using temporary ditches, sand bag barriers etc.
- Temporary flooding due to excavation.
- Proper drainage arrangements to be made, to avoid the overflowing of existing drains due to excavation during the laying of pipes, cutting activities.

Public and Worker Safety

- The construction site should be barricaded at all time in a day with adequate marking, safety tape, flags, reflectors etc. for safety of individuals using the compound on a daily basis. (Items such as parking cones, lights, tubular markers, orange and white strips and barricades of a luminous nature for night visibility).
- The construction site should be clearly demarcated by the above means and restriction of access to public to the site will help the safety of public.
- Safety signboards in local languages should be displayed at all necessary locations.

Personal Protective Equipment for employees

- Masks and Gloves should be provided in addition to sanitizers and soaps for handwashing purposes.
- Protective footwear and protective goggles should be provided to all workers employed on mixing of materials like cement, concrete etc.

- Welder's protective eye-shields shall be provided to workers who are engaged in welding works.
- Earplugs shall be provided to workers exposed to loud noise, and workers working in crushing, compaction, or concrete mixing operation.
- The contractor shall supply all necessary safety appliances such as safety goggles, helmets, safety belts, ear plugs, mask etc. to workers and staffs.
- In addition, the contractor shall maintain in stock at the site office, gloves, ear muffs, goggles, dust masks, safety harness and any other equipment considered necessary.
- A safety inspection checklist should be prepared taking into consideration what the workers are supposed to be wearing and monitored on a monthly basis and recorded.
- First aid box

Prevention of accidents

- Prevention of accidents involving human beings, animals or vehicles falling or accidents due to open trenches/manholes during construction period. This needs to be ensured with proper barricading, signage boards and lighting etc.
- A readily available first aid unit including an adequate supply of sterilized dressing materials and appliances should be available at the site office at all times
- Availability of suitable transport at all times to take injured or sick person(s) to the nearest hospital should also be insured.
- Names and contact information for emergency services such as Ambulance services, hospitals, police and the fire brigade should be prepared as a sign board and displayed at the work site.
- All vehicles used by any contractor for the purpose of the project will have valid registration, insurance and road worthiness.

Prevention of potential capacity of spread of infection due to introduction of workers to communities.

- Where possible all attempts must be taken to use labor already present in the island.
- Consider ways to minimize/control movement in and out of construction areas/site. If workers are accommodated on site require, them to minimize contact with people outside the construction area/site or prohibit them from leaving the area/site for the duration of their contract
- Implement procedures to confirm workers are fit for work before they start work, paying special to workers with underlying health issues or who may be otherwise at risk
- Check and record temperatures of workers and other people entering the construction area/site or require self-reporting prior to or on entering
- Provide daily briefings to workers prior to commencing work, focusing on COVID-19 specific considerations including cough etiquette, hand hygiene and distancing measures.

- Require workers to self-monitor for possible symptoms (fever, cough) and to report to their supervisor if they have symptoms or are feeling unwell
- Prevent a worker from an affected area or who has been in contact with an infected person from entering the construction area/site for 14 days
- Preventing a sick worker from entering the construction area/site, referring them to local health facilities if necessary or requiring them to isolate at home for 14 days

Labour Force

- There is potential for local labour to participate in small civil works activities. Priority shall be set by Contractor(s) and sub-contractor(s) to hire local labour for works to the extent possible.
- Workers will be provided with an employment letters/contract providing details of employment terms and conditions.
- Maximum working hours, leave, salary and other payments will adhere to regulations as stipulated in the national labor legislature.
- The contractor will not engage in child labour or forced labour.
- A toolbox training prior to commencing any physical work and equal training opportunity will be available to all staff working in the project without discrimination
- Strict labor supervision should be undertaken. There should be labor awareness programs to educate the laborers about their general behavior while at work as well as their own safety.
- A Code of Conduct shall be established to outline the importance of appropriate behavior, drug and alcohol abuse and compliance with local laws and regulations. Each employee shall be informed of the Code of Conduct and bound by it while in the employment of the Contractors. All workers will be required to sign the Code of Conduct.
- The Code of Conduct will be made available to local communities in local language and placed in an easily accessible place for communities.
- To ensure enforcement of these measures, relevant provisions will be included in the employment contracts of all workers and necessary documentary evidence will be shared with the PMU including proof of employment.

Sanitary, washing, changing room and meal room facilities for workers

- If camp sites are to be provided, separate and adequate sanitation (toilets and washing areas) shall be provided for the use of male and female workers. Toilet facilities should be provided with adequate supplies for running water, soap and maintain hygiene of facilities on a regular basis to prevent spread of infectious disease. Facilities should be conveniently accessible.
- Separate sanitation facilities for men and women shall be provided, in an accessible location, and kept clean and in hygienic conditions.
- Latrines shall be under cover and partitioned off as to secure privacy and shall have a proper door and fastenings with adequate lighting.
- Where there are both men and women workers employed, each latrine or washroom must be lockable from inside and outside of each block. There must be a notice in local languages understood by workers "For "Men" and "For Women" as the case maybe.
- The contractor should arrange bathing and changing room facility, separately for both men and women with sufficient coverage to protect their privacy. The bathing facility and changing room facility should be

able to locked from inside. Bathing facilities should be provided with adequate supplies of running water and soap to maintain healthiness of workforce on a regular basis to prevent spread of infectious disease. Always there must be a notice on bathing and changing room facility in local languages understood by workers "For "Men" and "For Women" as the case maybe.

- The contractor should provide meal room facility for labour force with sufficient number of chairs and tables while keeping access to the washing facility for hand hygiene after and before the meals.
- The food waste produce by the construction work force should be segregate properly and store in waste bins with standard colour code. The segregated waste should be hand over to the general waste management system of the hospital in daily basis without any delay.

Chance Found Archaeological Property

- The following actions will be taken if during the civil works if any Chance found archeological property.
- All fossils, coins, articles of value of antiquity, structures and other remains or things of geological or archaeological interest discovered on the site shall be the property of the Government and shall be dealt with as per provisions of the relevant legislation.
- The Contractor shall take reasonable precautions to prevent his workmen or any other persons from removing and damaging any such article or thing. He shall, immediately upon discovery there of and before removal acquaint the Engineer of such discovery and carry out the instructions for dealing with the same, waiting which all work shall be stopped.
- The Engineer shall seek direction from the Archaeological Department of Sri Lanka and inform the project EO to follow the Chance Find Procedures set forth.

Clearing/Closure of Construction Site/Labor Camps

- Contractor to prepare site restoration plans for approval by the engineer. The plan is to be implemented by the contractor prior to demobilization.
- On completion of the works, all temporary structures will be cleared away, all rubbish cleared, excreta or other disposal pits or trenches filled in and effectively sealed off and the site left clean and tidy, at the contractor's expenses, to the entire satisfaction of the engineer.

Information Disclosure and Grievance Redress Mechanism (GRM):

- The contractor should disclose information of the project activities and risk mitigation measures with the neighboring communities (i.e. via consultations, public awareness, leaflets, visibility boards etc.)
- A copy of the Environmental and social code of conduct should be available at all times at the project supervision office on site.
- Contractor shall establish a GRM at site, include a complaint box located in an accessible location, with GRM contact details publicly disclosed.
- A mechanism shall be in place to resolve complaints swiftly. A registry of complaints should be maintained with measures taken to resolve complaints and the PMU shall be informed about complaints received and resolved during compliance monitoring.

- Contractor is required to immediately report any Sexual Exploitation and Abuse and Sexual Harassment (SEA/SH) related complaints to the PMU & WB. Thus SEA/SH related issues will be handled maintaining confidentiality, obtaining necessary consent from survivor and in a safe and ethical manner.

Code of Conduct shall address following (but not limited to them):

- Reporting of work situations that are believed to be unsafe or unhealthy.
- Treating other people with respect, and not discriminating against specific groups such as women, people with disabilities, migrant workers or children.
- Illegal substances shall be prohibited.
- Creating nuisances and disturbances in or near communities shall be prohibited.
- Disrespecting local customs and traditions shall be prohibited.
- Requirement of completion of training courses that will be provided related to the environmental and social aspects of the Contract, including on health and safety matters, and Gender Based Violence (GBV) / Sexual Exploitation & Abuse / Sexual Harassment (SEA/SH).
- Failure to comply with GBV prevention Code of Conduct will result in disciplinary action.

Compliance on Prevention of Gender Based Violence

- The following codes gave to be filled and signed by all individual workers and maintained by the contractor.

Following Code of Conduct to be signed by individual workers.

Individual Code of Conduct Implementing ESHS and OHS Standards Preventing Gender Based Violence

I, _____, acknowledge that adhering to environmental, social, health and safety (ESHS) standards, following the project's occupational health and safety (OHS) requirements, and preventing Gender Based Violence (GBV) is important. The Company considers that failure to follow ESHS and OHS standards, or to partake in activities constituting GBV—be it on the work site, the work site surroundings, at workers' camps, or the surrounding communities—constitute acts of gross misconduct and are therefore grounds for sanctions, penalties or potential termination of employment. Prosecution by the Police of those who commit GBV may be pursued if appropriate.

I agree that while working on the project I will:

1. Consent to Police background check.
2. Attend and actively partake in training courses related to ESHS, OHS, and GBV as requested by my employer.
3. Will wear my personal protective equipment (PPE) at all times when at the work site or engaged in project related activities.
4. Take all practical steps to implement the contractor's environmental and social management plan (C-ESMP).
5. Implement the OHS Management Plan.
6. Adhere to a zero-alcohol policy during work activities, and refrain from the use of narcotics or other substances which can impair faculties at all times.
7. Treat women, children (persons under the age of 18), and men with respect regardless of race, color, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status.
8. Not use language or behavior towards women, children or men that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate.
9. Not sexually exploit or abuse project beneficiaries and members of the surrounding communities.
10. Not engage in sexual harassment of work personnel and staff—for instance, making unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature is prohibited. E.g. looking somebody up and down; kissing, howling or smacking sounds; hanging around somebody; whistling and catcalls; in some instances, giving personal gifts.
11. Not engage in sexual favors—for instance, making promises of favorable treatment (e.g. promotion), threats of unfavorable treatment (e.g. loss of job) or payments in kind or in cash, dependent on sexual acts—or other forms of humiliating, degrading or exploitative behavior.
12. Not use prostitution in any form at any time.
13. Not participate in sexual contact or activity with children under the age of 18—including grooming, or contact through digital media. Mistaken belief regarding the age of a child is not a defense. Consent from the child is also not a defense or excuse.

14. Unless there is the full consent¹ by all parties involved, I will not have sexual interactions with members of the surrounding communities. This includes relationships involving the withholding or promise of actual provision of benefit (monetary or non-monetary) to community members in exchange for sex (including prostitution). Such sexual activity is considered “non-consensual” within the scope of this Code.
15. Consider reporting through the GRM or to my manager any suspected or actual GBV by a fellow worker, whether employed by my company or not, or any breaches of this Code of Conduct.

With regard to children under the age of 18:

16. Bring to the attention of my manager the presence of any children on the construction site or engaged in hazardous activities.
17. Wherever possible, ensure that another adult is present when working in the proximity of children.
18. Not invite unaccompanied children unrelated to my family into my home, unless they are at immediate risk of injury or in physical danger.
19. Not use any computers, mobile phones, video and digital cameras or any other medium to exploit or harass children or to access child pornography (see also “Use of children’s images for work related purposes” below).
20. Refrain from physical punishment or discipline of children.
21. Refrain from hiring children for domestic or other labor below the minimum age of 14 unless national law specifies a higher age, or which places them at significant risk of injury.
22. Comply with all relevant local legislation, including labor laws in relation to child labor and World Bank’s safeguard policies on child labor and minimum age.

Sanctions

I understand that if I breach this Individual Code of Conduct, my employer will take disciplinary action which could include:

1. Informal warning.
2. Formal warning.
3. Additional Training.
4. Loss of up to one week’s salary.
5. Suspension of employment (without payment of salary), for a minimum period of 1 month up to a maximum of 6 months.
6. Termination of employment.
7. Report to the Police if warranted.

I understand that it is my responsibility to ensure that the environmental, social, health and safety standards are met. That I will adhere to the occupational health and safety management plan. That I will avoid actions or behaviors that could be construed as GBV. Any such actions will be a breach this Individual Code of Conduct. I do hereby acknowledge that I have read the foregoing Individual Code of Conduct, do agree to comply with the standards contained therein and understand my roles and responsibilities to prevent and respond to ESHS, OHS, GBV issues. I understand that any action inconsistent with this Individual Code of Conduct or failure to act mandated by this Individual Code of Conduct may result in disciplinary action and may affect my ongoing employment.

¹ **Consent** is defined as the informed choice underlying an individual’s free and voluntary intention, acceptance or agreement to do something. No consent can be found when such acceptance or agreement is obtained using threats, force or other forms of coercion, abduction, fraud, deception, or misrepresentation. In accordance with the United Nations Convention on the Rights of the Child, the World Bank considers that consent cannot be given by children under the age of 18, even if national legislation of the country into which the Code of Conduct is introduced has a lower age. Mistaken belief regarding the age of the child and consent from the child is not a defense.

Signature: _____

Printed Name: _____

Title: _____

Date: _____