



HARWOOD

BUILDING CONTROL

Harwood COVID-19 Site Inspection Policy

Harwood expects that every construction site which remains in operation will follow the "Site Operating Procedures" issued by the Construction Leadership Council and BuildUK, a copy of which can be found at <https://builduk.org/wp-content/uploads/2020/03/Site-Operating-Procedures.pdf>

Our surveyors are instructed to follow the sector specific guidance issued by the Government on 7th April 2020 with particular consideration to the Construction Sector, Trades visiting people's homes and Transport using surveyors cars for travel copies of which can be found at <https://www.gov.uk/guidance/social-distancing-in-the-workplace-during-coronavirus-covid-19-sector-guidance>

IF, UPON ARRIVAL THE SURVEYOR IS NOT SATISFIED THAT ADAQUATE PRECAUTIONS AND SAFE WORKING PRACTICES ARE IN PLACE THEY WILL DECLINE TO CONTINUE WITH THE INSPECTION

Upon receiving a request for a site inspection Harwood will assess the potential Health & safety risk to staff and consider the implications in terms of construction standards and compliance with legislation of an inspection not being made.

Where possible, remote inspection techniques such as the use of photographs or videos may be considered to reduce the risk to all parties.

We strongly encourage all surveyors to follow these guidelines from the World Health Organisation on infection control, both whilst at work (including on site) and in their daily lives. This includes:

- frequently cleaning their hands by using alcohol-based hand rub or soap and water
- when coughing and sneezing, covering mouth and nose with flexed elbow or tissue, throwing this tissue away immediately and washing their hands
- avoiding close contact with anyone who has a fever and cough.
- wear face masks



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Prior to arriving on site, the nominated surveyor will contact the site to seek confirmation that:

- Measures are in place to permit surveying tasks to be completed whilst maintain a minimum of 2m "social distancing" from all other person on site
- Measures are in place to exclude from the site all personnel who may be exhibiting of illness or possibly suffering from COVID-19
- Suitable hand washing and changing facilities are provided on site and maintained in a clean and hygienic condition
- All work areas are always to be kept clean and tidy, there will be a cleaner in and around the work areas at all times
- A supply of any site specific, PPE is maintained on site for use by visitors and this is either disposable or thoroughly disinfected between use.
- There is suitable parking which can be used by the surveyor

On arrival at the site, the nominated surveyor will

- Contact the site agent / foreman by telephone to avoid entering a site office, to verbally sign in and be advised on any site specific, safety matters
- Clean their hands with suitable gel or using the hand washing facilities
- Wear all appropriate PPE
- Follow all site Health and Safety rules
- Carry out the necessary inspections, where appropriate accompanied by site staff, but maintaining a minimum 2m separation at all times

On leaving the site, the nominated surveyor will

- Remove and store all PPE
- Clean their hands with suitable gel
- Contact the site agent / foreman by telephone to avoid entering a site office, to verbally sign out and advise of any issues (if not already communicated)
- Complete site inspection records