

Regulation DD-40.0: Temporary Labour Camp Facilities

40.1 General Requirement

40.2 Fire & Rescue Requirements

40.3 Food & Hygiene Requirements

40.1 General Requirement

40.1.1 The new accommodation/porta cabins/temporary offices provided in the area of Temporary labor camp shall have adequate welfare & sanitary facilities such as toilets, bathrooms, ablution blocks etc and suitable and sufficient cool drinking water facilities. Minimum requirements of sanitary facilities shall include: 1 WC & 1 WB for every 10 persons or 1 WC, 1 urinal & 1 WB for every 25 persons.

Adequate water coolers shall be provided with maximum travel distance of 30 meter interval & placed on concrete floor where spill collection provisions provided.

40.1.2 Adequate canteen facilities shall be provided to all workers depending upon the number of workers housed within the camp and hygiene standards shall be maintained at all times.

40.1.3 Floors & Walls of Mess hall should be of easily washable type.

40.1.4 Floors of kitchen should be made of impervious, water resistant, non-skid & easily washable type.

40.1.5 Schedule of finishes for toilet shall meet EHS requirements.

40.1.6 Water storage tank capacity should be large enough to hold "48 hrs reserve supply".

40.1.7 Minimum floor space in dinning/messing area shall not be less than 13 SQFT per person.

40.1.8 No soak away is permitted in the camp area. The employer shall provide suitable & adequate size of waste water holding tank for collection of domestic liquid waste. Design of such tank shall be based on the anticipated total occupant load with calculation of 280 liters/person/day & shall hold minimum seven days holding capacity.

40.1.9 Waste water holding tank shall have provisions of early warning system with level indicator and breaching pipe. Access area to such holding tank should be hard paved from the entry point of the labor camp. All sites used for camps must be adequately drained. They must not be subject to periodic flooding, nor located within 200 feet of swamps, pools, sink holes or other surface collections of water unless such quiescent water surfaces can be subjected to mosquito control measures. The camp must be located so the drainage from and through the camp will not endanger any domestic or public water supply.

40.1.10 All sites must be graded, ditched and rendered free from depressions in which water may become a nuisance.

- 40.1.11 The grounds and open areas surrounding the shelters must be maintained in a clean and sanitary condition free from rubbish, debris, waste paper, garbage, or other refuse.
- 40.1.12 Space requirement for every person living in dwelling unit shall not be less than 40 SQFT.
- 40.1.13 Adequate illumination level should be provided & maintained in the entire area of labor camp to avoid glare, irregularity & invisibility.
- 40.1.14 Installation of LPG portable cylinders or bulk storage tank for cooking activity in the separate kitchen area shall require obtaining necessary approval from EHS-Trakhees- PCFC. No cooking is permitted within the rooms.
- 40.1.15 Diesel Generator installation with Diesel storage tank shall follow the requirements of EHS-Trakhees- PCFC. No such unit shall be allowed to install without prior approval from EHS-Trakhees- PCFC.
- 40.1.16 On completion of safe installation and prior to full operations, invite EHS for inspection of the same and suitable operational recommendations.
- 40.1.17 Access to and egress from the camp shall conform to EHS standards.
- 40.1.18 The camp shall be fenced with chain link fence of 2.4 meters height and a set back area of 5.5 meters shall be maintained from the fence line.
- 40.1.19 The entire camp area shall be hard paved and road based and the roads within camp shall be minimum 4 meters wide and shall be kept unobstructed at all times.
- 40.1.20 No cooking shall be allowed in the accommodation areas. Heating Coils, Electric & gas stove should not be used.
- 40.1.21 Garbage skips facility shall be provided in a designated area with adequate hard surface access for clearance of garbage by designated and proper house keeping shall be maintained in all areas of the camp at all times.
- 40.1.22 A medical facility shall be provided at the camp with a trained nurse to take-care of sick personnel and records shall be maintained.
- 40.1.23 A camp boss shall be appointed to monitor all activities within the camp and maintain the hygiene, safety and fire safety standards.

40.1.24 The camp shall have adequate fire protection facilities such as fire extinguishers, fire ring main with hydrants, hose reels, fire pumps & dedicated fire water tanks of adequate capacity. Personnel shall be trained in the use of the first aid fire fighting appliances. An adequate fire prevention plan shall be in place with the emergency numbers displayed conspicuously at strategic locations on the camp site.

40.1.25 Porta cabins shall be made of fire resistant material (metal or fire retardant treated wood form).

40.1.26 There shall be an emergency evacuation plan in place and all workers residing within the camp shall be made aware of the same.

40.1.27 Any change/modification, addition of new facility/building/port cabins, if the camp management intend to carry out within the approved temporary camp facility, shall necessitate prior approval from relevant authority of PCFC & EHS.

40.2 Fire & Rescue Requirements

40.2.1 General Requirement:

40.2.1.1 The site must be organized/ prepared for the easy access of Emergency Vehicle.

40.2.1.2 The recommended site set up must be submitted to the Fire Dept. for approval.

40.2.1.3 Telephone line for emergency use must be provided.

40.2.1.4 Any building /structure shall not exceed 200 sq. m.

40.2.1.5 If the building/ structure exceeding 200 sq. m in size it must be separated into 200 sq. m blocks from each other by 6 m.

40.2.1.6 These type of buildings / structures shall not be used for storage / warehousing.

40.2.2 Protection from external Fire Spreading:

40.2.2.1 To prevent the external spread of fire between the buildings/ structures, buildings/ structures may be separated from each other or by providing fire resistant material (metal or fire retardant treated wood forms) as below:

| Distance between buildings / Structures Fire Rating in hours | |
|--|---------|
| 0 – 1.5 m | 2 hours |
| 1.5 – 3 m | 1 hour |
| 3 m and above | above |

40.2.2.2 The buildings/ structures must be 6 m away separated from kitchens, workshops & stores.

40.2.2.3 Combustible materials & vegetation must be removed 3 m away from any building/ structure.

40.2.2.4 Kitchens must be away from any building/ structure by 6m and protected internally by fire resistant material & LPG cylinder must be stored outside.

40.2.2.5 Electrical equipment and installation must be fixed as per the requirement of Electrical Dept.

40.2.3 Means of Escape:

Travel distance should not exceed 15 m one direction & 30 m two-direction from any point to the main road of the site.

40.2.4 Fire Alarm & Fire Fighting:

40.2.4.1 Fire point(s) for Fire Extinguishers (DCP) and manual call points must be provided at location where it can be reached within 30 m of travel.

40.2.4.2 Hose Reel system/network must be provided according to the Fire Dept. requirement.

40.2.4.3 Fire alarm bell shall be provided inside each room.

40.2.5 Fire Training:

All staff must be trained in the use of fire fighting equipment provided.

40.2.6 Fire Notices/ Instructions:

Fire sign must be provided at each fire point and written in Arabic, English & the languages that can be read & understood by the employees/occupants/users. Fire sign must contain signs such as No Cooking, No Smoking and Fire / Emergency Actions i.e.

1. Raise the alarm.
2. Call Fire Brigade 997, Ambulance 998 & Police 999
3. Attack the fire if possible using fire extinguishers/ appliances provided.

40.3 Food & Hygiene Requirements

40.3.1 Shelter

40.3.1.1 Every shelter in the camp must be constructed in a manner which will provide protection to its tenants from the elements of nature. The floors of each shelter must be constructed of wood, asphalt, or concrete. All wooden floors must be of smooth and rigid construction. The floors must be kept in good repair. All wooden floors must be elevated not less than one foot above the ground level at all points to prevent dampness and to permit free circulation of air beneath.

40.3.1.2 All living quarters must be provided with windows the total of which must be not less than one-tenth of the floor area. At least one-half of each window must be so constructed that it can be opened for purposes of ventilation. All exterior openings must be effectively screened with 16-mesh material. All screen doors must be equipped with self-closing devices.

40.3.1.3 Each room used for sleeping purposes must contain at least 40 square feet of floor space for each occupant. At least a 7-foot ceiling must be provided. Beds, cots or bunks, and suitable storage facilities such as wall lockers for clothing and personal articles must be provided in every room used for sleeping purposes. Such beds or similar facilities must be spaced not closer than 36 inches both laterally and end to end, and must be elevated at least 12 inches from the floor. If double-deck bunks are used, they must be spaced not less than 48 inches both laterally and end to end. The minimum clear space between the lower and upper bunk must be not less than 27 inches. Triple-deck bunks are prohibited.

40.3.1.4 Sanitary facilities must be provided for storing and preparing food. In camps where cooking facilities are used, the same may only be carried out in approved kitchens. Sanitary facilities must be provided for storing and preparing food.

40.3.1.5 All heating, cooking and water heating equipment must be installed in accordance to local regulations governing such installations. Water Supply - an adequate and convenient water supply, approved by the authority, must be provided in each camp for drinking, cooking, bathing and laundry purposes.

40.3.1.6 A water supply may be deemed adequate if it is capable of delivering on an average, 100 gallons per person per day to the campsite at a peak rate of 2 1/2 times the average hourly demand. The distribution lines must be capable of supplying water at normal operating pressures to all fixtures for simultaneous operation.

40.3.1.7 Where water under pressure is available, one or more drinking fountains must be provided for each 100 occupants or fraction thereof. The construction, installation and maintenance of drinking fountains must comply with local requirements. Common drinking cups are prohibited.

40.3.2 Toilet Facilities

40.3.2.1 Toilet facilities adequate for the capacity of the camp must be provided. Each toilet room must be located so as to be accessible without any individual passing through any sleeping room. Toilet rooms must have a window not less than 6 square feet in area opening directly to the outside area or otherwise be satisfactorily ventilated. All outside openings must be screened with 16-mesh material. No fixture, water closet, chemical toilet, or urinal may be located in a room used for other than toilet purposes.

40.3.2.2 A toilet room must be located within 200 feet of the door of each sleeping room. No privy may be closer than 100 feet to any sleeping room, dining room, lunch area or kitchen.

40.3.2.3 The floor from the wall and for a distance not less than 15 inches measured from the outward edge of the urinals must be constructed of materials impervious to moisture. Where water under pressure is available, urinals must be provided with an adequate water flush. Urinal troughs in privies must drain freely into the pit or vault, and the construction of this drain must be such as to exclude flies and rodents from the pit.

40.3.2.4 Every water closet must be located in a toilet room. Each toilet room must be lighted naturally or artificially by a safe type of lighting at all hours of the day and night.

40.3.2.5 An adequate supply of toilet paper and foot operated garbage bin must be provided in each privy, water closet or chemical toilet compartment. Privies and toilet rooms must be kept in a sanitary condition. They must be cleaned at least daily.

40.3.3 Sewage Disposal Facilities

40.3.3.1 In camps where public sewers are available, all sewer lines and floor drains from buildings must be connected to them, with prior approval from EHS.

40.3.3.2 Laundry, Hand washing and Bathing Facilities Laundry, hand washing and bathing facilities must be provided in the following ratio:

40.3.3.3 Hand wash basin per 10 persons,

40.3.3.4 Shower head for every 10 persons,

- 40.3.3.5 Laundry tray or tub for every 30 persons,
- 40.3.3.6 Slop sink in each building used for laundry, hand washing and bathing.
- 40.3.3.7 Floors must be of smooth finish but not slippery materials; they must be impervious to moisture. Floor drains must be provided in all shower baths, shower rooms or laundry rooms to remove waste water and facilitate cleaning. All junctions of the curbing and the floor must be coved. The walls and partitions of shower rooms must be smooth and impervious to the height of splash.
- 40.3.3.8 An adequate supply of hot and cold running water must be provided for bathing and laundry purposes. Facilities for heating water must be provided. Every service building must be provided with equipment capable of maintaining a temperature of at least 70 degrees F during cold weather. Facilities for drying clothes must be provided. All service buildings must be kept clean.
- 40.3.3.9 Lighting where electric service is available, each habitable room in a camp must be provided with at least one ceiling type light fixture and at least one separate floor- or wall-type convenience outlet. Laundry and toilet rooms and rooms where people congregate must contain at least one ceiling- or wall-type fixture.
- 40.3.4 Refuse Disposal
- 40.3.4.1 Fly-tight, rodent-tight, impervious, cleanable or single service containers, approved by the appropriate authority must be provided for the storage of garbage. At least one such container must be provided for each shelter and must be located within 100 feet of each shelter on a wooden, metal or concrete stand. Garbage containers must be kept clean. Garbage containers must be emptied when full but not less than twice a week. Construction and Operation of Kitchens, Dining Halls Facilities In all camps where central dining operations are permitted or provided, the food handling facilities must comply with the requirements of EHS and DM Food Hygiene Regulations. A properly constructed kitchen and dining hall adequate in size, separate from the sleeping quarters of any of the workers, must be provided in connection with all food handling facilities. There must be no direct opening from living or sleeping quarters into a kitchen or dining hall. Hand washing facilities equipped with detergent, hand driers/disposable towels and foot operated garbage bins should be available in the food preparation area.
- 40.3.4.2 Provide equipments for adequate rapid cooling, including ice baths and refrigeration, and hot-holding potentially hazardous foods, when required. No person with any communicable disease

may be employed or permitted to work in the preparation, cooking, serving or other handling of food, foodstuffs or materials used in any kitchen or dining room operated in connection with a camp or regularly used by persons living in a camp. Food handlers should have occupational health cards and should be trained on Basic Food Hygiene. Liquefied Petroleum Gas (LPG) Cylinders when used should be kept outside the cooking area in a covered, well ventilated and locked area. Provide a mop sink or curbed cleaning facility with facilities for hanging wet mops if applicable, garbage can washing area/facility and cabinets or room for storing toxic chemicals.

40.3.4.3 Insect and Rodent Control Effective measures must be taken to prevent infestation by and harborage of animal or insect vectors or pests. The management should have contract with a Pest Control company to carry out pest control program for the facility.

40.3.5 First Aid

40.3.5.1 Adequate first aid facilities approved by the authority must be maintained and made available in every labor camp for the emergency treatment of injured persons. Such facilities must be in the charge of a person trained to administer first aid and must be readily accessible for use at all times.

40.3.6 Reporting Communicable Disease

40.3.6.1 It is the duty of the camp superintendent to report immediately to EHS, Food and Hygiene Department the name and address of any individual in the camp known to have or suspected of having a communicable disease.

40.3.6.2 Whenever there occurs in any camp a case of suspected food poisoning or an unusual prevalence of any illness in which fever, diarrhea, sore throat, vomiting or jaundice is a prominent symptom, it will be the duty of the camp manager to report immediately the existence of the outbreak to the health authority by telephone or fax.