

# Guidelines – Welfare Facilities at Labour Camps



# Guidelines – Welfare Facilities at Labour Camps



## PORTA CABINS

## EMERGENCY PREPAREDNESS & RESPONSE PROCEDURE

## BEDS, COOLING & LOCKER FACILITY

- 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.

- 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.

- 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.



## POTABLE DRINKING WATER

## URINALS AND WC'S

## WASH BASINS AND SHOWER POINTS

- 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.

- 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

- 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.



# Guidelines – Welfare Facilities at Labour Camps



## STORAGE OF FLAMMABLE MATERIAL

- 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.



## SECURITY CHECK

- 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.



## DIESEL GENERATOR

- 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.



## GARBAGE COLLECTION & DISPOSAL

- Provide appropriate bins for collecting garbage.
- Dispose off the garbage on regular basis.
- Carry out pest control in this area



## SEPTIC TANK

- 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.



## WASHING FACILITY

- Provide adequate clothes washing facilities.
- Provide appropriate clothes drying facility.
- Ensure that proper drainage system is provided & maintained.



# Guidelines – Welfare Facilities at Labour Camps



## KITCHEN FACILITY

- 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.



## DINNING AREA

- Provide shaded dining 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.



## SHOPPING

- 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.



## FIRST AID

- 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.



## RECREATION AREA

- 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.



## REST ROOMS

- Provide well shaded rest rooms.
- Provide sufficient numbers of chairs and tables for workers.
- Keep the area clean.