



WORK PLAN FOR WORKS TO BE CONDUCTED TO
ENSURE SAFETY ON SITE
"EMERGENCY CONSOLIDATION OF THE
NORTHERN WALL PORTION OF THE CASTLE OF
LEZHA"





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MINISTRIA E KULTURËS

22644-001_ALB_EU4C_RFP_01 - "Provision of Consultancy for Design services for EU4CULTURE Project - Support for revitalization of cultural heritage sites and monuments affected by Earthquake in Albania."

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1. WORK PLAN FOR WORKS TO BE CONDUCTED TO ENSURE SAFETY ON SITE

1.1 SITE CONSTRUCTION FENCE

For purposes of safeguarding and protection, the contractor has to erect a fence surrounding the construction site. The fence shall prevent open view into the construction site. The fence shall also prevent unauthorized access to the construction site.

The Contractor shall install a fence surrounding the construction that is made from steel or solid wooden panels or similar material. The height of the fence shall be not less than 2.80 m. The support of the fence shall be stable and solid as to the direction of the Supervisor.

1.2 SITE INFORMATION BOARD

The contractor shall construct one board, carrying information supplied by and erected in the location specified by the Contracting Authority. The wording shall be presented in such a way as to be legible from a distance.

1.3 SITE OFFICE FOR THE SUPERVISOR

Where itemised in the Bill of Quantities the Contractor shall provide appropriate office facilities for the exclusive use of the Supervisor and his staff for the duration of the Contract. Such offices shall have an area of min 25 sq.m. and shall be configured to provide, as a minimum, two offices, toilet facilities and a store room.

The office container shall be ready-made from steel panels. Container should have windows on 2 sides. The container shall be burglar proof. The door of the container shall be lockable. All office containers should be equipped with the required furniture, computers and ancillaries, internet connection and heating.

The contractor has to cover the running and maintenance costs for the complete contract time.

1.4 ATTENDANCE UPON THE SUPERVISOR'S REQUEST

The Contractor shall provide to Supervisor all required attendance and, all equipment, tools and protective clothing, plastic bags for sampling, and survey assistants, chainmen and labourers, delivery personnel and transport, wooden pegs, iron pins and pickets, water, cement and aggregate for concreting, transport for labourers and materials, as may be required by the Supervisor and his staff for carrying out the sampling and laboratory testing activities and for checking, setting out, surveying, measuring or testing the work. The Contractor shall provide all cleaners, labour,



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equipment, consumables and material which may be necessary for keeping all the buildings in a neat and clean condition, and any repairs shall be made immediately at the request of the Supervisor. The Contractor shall include in his rates in the Bill of Quantities, the cost of all attendance upon the Supervisor and his staff. No other payment shall be made in respect of attendance, except where a specific item is provided for in the Bill of Quantities.

1.5 PROTECTION EQUIPMENTS

The contractor shall at commencement of the Works provide the Supervisor with protective clothing and equipment, as follows, and, as the Supervisor considers necessary, provide replacement items under the provisions for maintenance of the Supervisor's facilities. Prior to making this provision, the Contractor shall obtain a list of appropriate sizes from the Supervisor. as and where the Contractor's methodology, activities or planned testing programme may require additional protective equipment (such as gloves, ear plugs, goggles, torches etc.), the Contractor shall make these available to the Supervisors and when the need arises.

1.6 FIRST AID PACKS

Kontraktori duhet të pajisë, për të plotësuar nevojat e Mbikëqyrësit dhe legjislacioni në fuqi, si dhe të mirëmbajë dy kuti të ndihmës së shpejtë. Çdo mjet i cili punon brenda kantierit duhet të pajiset me një kuti të ndihmës së shpejtë në përputhje me rregulloret në fuqi dhe do të furnizohet sipas nevojës, së bashku me kancelaritë.

1.7 HEALTH AND SITE SECURITY

The contractor must implement all works in accordance with the Albanian and European Labor Standards already in force. He will develop and maintain a proactive approach to site safety by providing the following:

- A Site Safety Plan
- Appointment of Safety Inspector
- Carrying out safety presentations regularly with the staff
- Carrying out regular safety inspections with the Site Supervisor and
- Keeping statistics of accidents, for presentation to the Supervisor every month.
- Experienced Supervision



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- All work will be under constant supervision by qualified and experienced supervisors.

1.7.1 PEDESTRIAN SAFETY

Where the safety of passers-by is endangered by the demolition works, barricades with lights (during the hours of darkness) and appropriate signs should be used to direct traffic away from the area where the demolition is taking place. Build shelters and appropriate scaffolding to protect visitors.

1.7.2 SAFETY UNIFORMS

During demolition work, all employees must wear appropriate safety uniforms including eye protection, dust masks, safety shoes, gloves and hard hats.

1.8 FIRE EXTINGUISHER

Fire extinguishers in number and quality (approved powder fire extinguishers with a nominal load of 12kg) in accordance with this specification must be available on site.

All fire fixtures must be maintained and always accessible. All fire extinguishers shall be provided and maintained to be always available and accessible.

All sanitary equipment must be provided, installed, operated and maintained by the contractor. The number of toilets must be approved by the Supervisor.

1.9 GARBAGE PLACE FOR DISPOSAL

The work includes the preparation of a garbage place for construction waste and debris.

The storage place for disposals and garbage shall be located close to the work site in order to allow easy access and transport from the work site; the garbage place shall be emptied each evening at closure of the construction site. The garbage storage shall include the provision of 4 movable garbage bins on rolls with lockable covers.

1.10 SANITARY EQUIPMENTS

The contractor must make it possible to have sanitary equipment in relation to the number of workers and personnel at the site.

All sanitary equipment must be provided, installed and operated and maintained by the contractor. The number of toilets must be approved by the Supervisor.



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1.11 INDIVIDUAL POWER GENERATOR

For use by the Superintendent, the Contractor shall furnish, install and operate a diesel power generator.

The power generator must be equipped with a diesel engine and have a minimum capacity of 4 kVA.

1.12 SAFETY/SECURITY

Kontraktori duhet të japë shërbimet për ruajtjen e objektit në periudhën 24 orë në ditë 7 ditë në javë.

Shërbimi i ruajtjes dhe Sigurisë në kantier duhet të jepet. Dhënësit e shërbimit duhet të jenë të pajisur siç duhet me uniforma dhe telefona celularë për tu lidhur me rajonin më të afërt të policisë. Një kabinë me dritare për një pamje të gjithë kantierit në hyrje duhet të jetë, e pajisur me ndriçim dhe ngrohëse.

Siti i ndërtimit është një sit arkeologjik prandaj duhet të tregohet kujdes i duhur për të punuar në këtë sit. Për këtë arsye siti duhet të inspektohet dhe nëse gjendet ndonjë element, ato duhet të vendosen në vëmendjen e arkitektit të konservimit. Ato nuk duhet të lëvizin pa leje.

Nëse gjatë punimeve mbi ose nën sipërfaqe gjenden elemente dekorative/arkeologjike, punimet në afërsi duhet të ndërpriten menjëherë dhe të njoftohet arkitekti restaurator së bashku me Ministrinë e Kulturës. Puna mund të vazhdojë vetëm pas miratimit nën mbikëqyrjen e arkeologut.

Në rastet kur ka punë të planifikuara nën sipërfaqe për sisteme kullimi, për heqjen e bimësisë, nuk pritet të ketë shanse për gjetje elementesh arkeologjikë, sidoqoftë duhet patur kujdes i madh me ndonjë punë sipërfaqësore ose nën sipërfaqe.

1.13 INFORMATIONAL SIGNAGE-TABLE

The plate shall be attached to the triggers through welding or riveting procedures.

- **Dimensions:** Plate-70x120cm; kembet 10x10x h=90-110cm
- **Material:** Aluminum composite that replicates Corten / legs Baked painted metal
- **Writing Type:** Lemon Milk; Regular
- **Writing Color:** RGB 58;58;58 / engraved
- **Fixture:** On the ground



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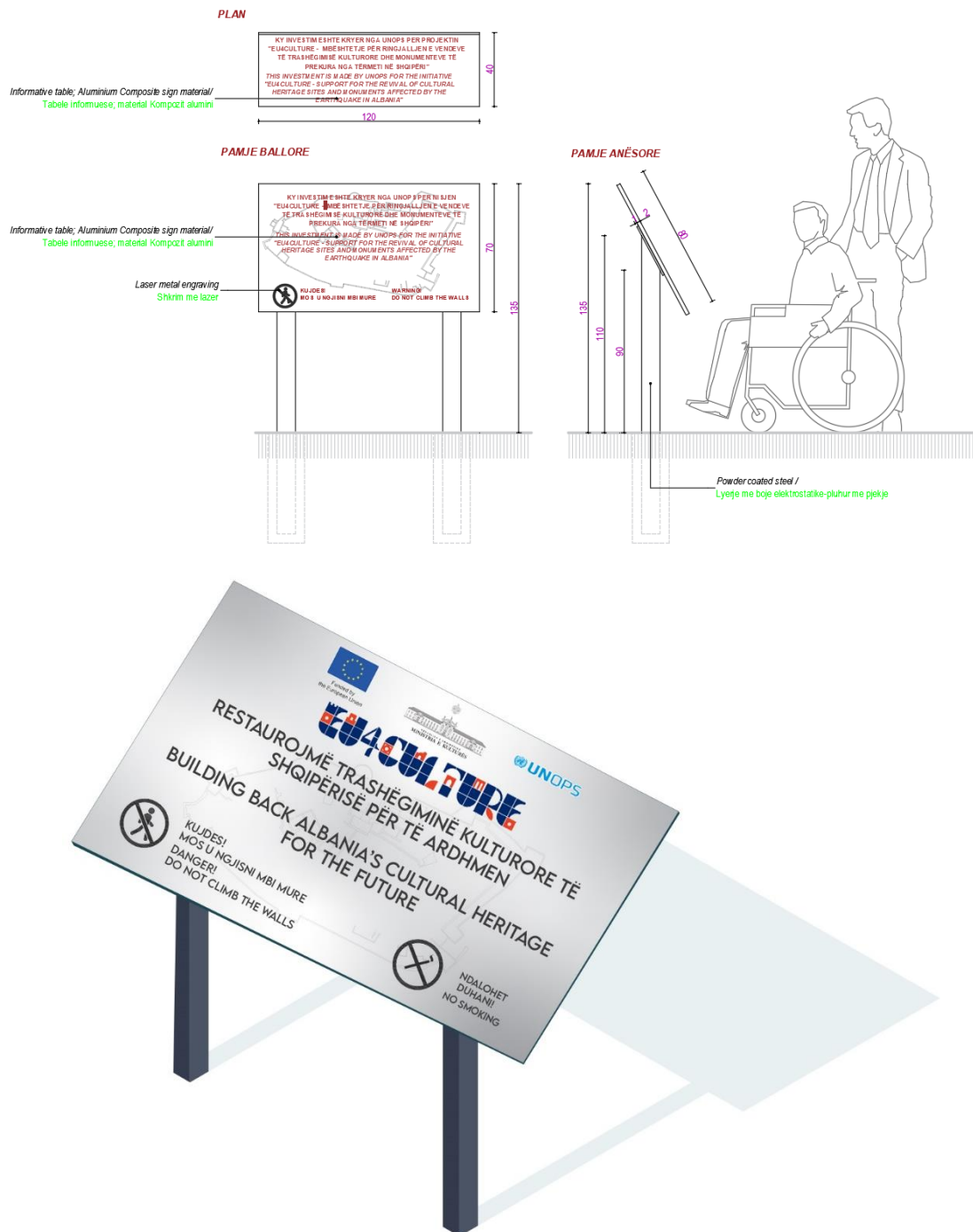


Figure 1: Drawing of the proposed information table