# Appendix 3: Site Environmental Control Report

**Site Environmental Control Report**

**Instructions for the Site Environmental Control Report (SECR):**

1. The ECO(SCS) and Occupier shall prepare the SECR **at least once a month or any other frequency as NEA may require, after the commencement of works on the specified construction site.**
2. The reports shall be **filed and made available onsite** for inspection by the National Environment Agency and/or any public health officer, when required.
3. The examples in the Sections A – D are given as a guide. ECOs(SCS) shall prepare the SECR with inputs specific to the Construction Site where he/ she is appointed in.

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**SITE ENVIRONMENTAL CONTROL REPORT (SECR)**

**For: \_\_\_\_\_ (date) \_\_\_\_\_ to \_\_\_\_\_ (date) \_\_\_\_\_.**

**The SECR serves to facilitate reviews of efforts implemented in the construction site. Where applicable, improvements should be proposed to enhance current efforts prescribed in the SECP.**

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| **Section A: Review Efforts for Vector Control, Waste Management and Food Hygiene** | |
| **1** | Surveillance and housekeeping efforts implemented at high-risk areas  Examples:   * *Inspections conducted weekly across zones (a maximum of 6 zones assuming a 6-days work week or 7 zones for a 7-days work week)* * *Removed receptacles and levelled ground depressions in the open* * *Workers quarters and pantries kept tidy and free from food waste* |
| **1a** | Measures to ensure cleanliness of canteen and/or dining areas   * *Provision of food waste bins* * *Canteen and dining areas cleaned daily after meals* |
| **1b** | Measures to ensure good food storage practices   * *Appropriate temperature and containers* * *Food delivery not left unattended on floor* * *Proper cold chain* |
| **1c** | Measures to ensure proper waste management   * *Uncovered/ damaged bins with refuse spillages* * *Disposal of waste into correct type of bins* * *Waste are collected and transported for disposal properly* |
| **2** | Measures to ensure effective vector control   * *Use of larvicides and AM oil in areas where stagnant water cannot be removed* * *Structural defects discovered to be rectified as soon as possible* |
| **3** | Measures taken when site is located in a dengue cluster *(to be updated when site is located in a dengue cluster)*   * *Indicate the measures taken by Construction Site* |
| **4** | Evaluation of the performance of Vector Control Operator(s) (VCO):   * *Service reports by VCOs were comprehensive.* * *If chemical applications were made, the VCO had indicated the reasons(s), type of chemical and dilution rate used in the Service Reports.* * *Treatment carried out were effective. Soil treatment by VCO complied with water pollution control requirements.* |

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| **Section B: Photograph(s) (with timestamp) of site conditions at Areas of Concern** | |
| Construction Area    Observation: No sighting of stagnant water in Construction Area, worksite is kept litter free. | Workers Quarters    Observation: Workers Quarters are kept litter free |
| Storage Yard    Observation: Storage of materials should preferbly be under shelter to prevent collection of rain water | Toilet(s)  Observation: Stagnant water due to poor gradient |
| Basement (if applicable)    Observation: Stagnant water in scupper drain | Canteen and Dining Area  Observation: No leftover/ uncleared food at dining area |

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| **Section C: Review Efforts for Pollution Control** | |
| **1** | Measures to prevent smoke and dust nuisance   * *Service faulty machinery* * *Vehicles are covered and not overloaded* * *Water-spray at wash bay* |
| **2** | Measures to prevent noise pollution   * *Siting of generators and machineries* * *Restrict timing of noisy activities* * *Service faulty machinery* |
| **3** | Steps to ensure effective earth control   * *Perimeter cut-off drains, silt traps, silt fences and silty water treatment plant* |

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| **Section D: Review efforts for Prevention of Infectious Diseases** | |
| **1** | Measures to prevent spread of infectious diseases in the construction site.   * *Temperature checks for workers and visitors* * *Workers who are unwell (> 37.50C) not be allowed to continue work* |

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| **Section E: Environmental Outreach and Training Conducted e.g. Toolbox Meeting** | |
| **Date** | * **Outreach and Training Conducted** |
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| **I certify that the SECR is prepared to the best of my knowledge.** | | |
| Name of ECO(SCS) and license expiry date | Signature of ECO(SCS) | Date prepared |

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| **I acknowledge the assessment(s) provided by ECO(SCS) and have/will complete(d) the necessary follow up action(s) required** | | |
| Name of Contractor | Signature of Contractor | Company Stamp |