



**AANNEMINGSBEDRIJF**  
**BASKA n.v.**

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**Project: Restoration of Public owned heritage  
building: Cultuurstudies**

**Construction Environmental & Social Management  
Plan (C-ESMP)**

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# 1. Introduction with purposes/objectives of the ESMP

## 1.1 Description of the site/area and the project works

The Cultuurstudies building is located at the Abraham Crijnsenweg 3 in the historic downtown area of Paramaribo, a UNESCO World Heritage Site (Figure 1). The department of “Cultuurstudies” of the ministry of education has since 1997 occupied the front house nearest to the river, also known as “officierswoning 3” (officers house no. 3). But in 2022 the building had deteriorated in such a way, that it was no longer safe to use it. Since then, the building has remained empty.



Figure 1 – Location of project site (Cultuurstudies) within the WHS

## **1.2 Purpose of the project**

The restoration project aims to preserve and restore the historical significance and architectural integrity of the Historical Building Cultural studies of the directorate of the Ministry of Education, Science and Culture. The project will focus on addressing structural deficiencies, restoring original elements, and ensuring compliance with conservation standards. The existing layout of the building will be maintained.

## **1.3 Scope of project**

The project consists mainly of the following works:

- Restoration of the building
- Modern interior finishing: partitions, ceilings.
- Preservation and painting of all works.
- Installations works
- Terrain works & termite treatment

## **1.4 Purpose of the C-ESMP**

The purpose of this Construction Environmental and Social Management Plan (C-ESMP) is to provide a consolidated summary of all the Environmental and Social (E&S) commitments relevant for the construction phase of the Project.

The measures focus on environmental (such as dust emissions, noise and waste management) and social aspects (such as communication with local stakeholders, safety of workers and communities).

The C-ESMP can be updated as the Project proceeds through construction to reflect the results of discussions with the Program Implementation Unit (PIU) and to include details of any other E&S developments.

## 2. Legal and other Requirements

A national and international legal framework, including those of the IDB that are applicable to the project.

The project operates within a legal framework comprising Surinamese legislation on construction, health, safety, and environmental regulations, such as:

- **The Building Act and the State Order on Building.** This legislation provides for the control of Construction of Buildings through a permitting system. The regulations outline the technical requirements for building structures and specific rules concerning the setting up of latrines and septic tanks and the discharge of wastewater. The Ministry of Public Works, Transport and Communication is responsible for the enforcement of this Act.
- **The Nuisance Act** aims to prevent the cause of danger, damage or hindrance caused by undertakings (enterprises) to the outside-fence surrounding environment. The District's commissioner is responsible for enforcement.
- **The Safety Act** is a framework act on safety and hygiene in enterprises. Detailed rules are laid down in subsidiary legislation. At present, there are 9 Safety regulations pursuant to the Safety Act. The Act and the regulations aim to decrease the chances of employment injuries and occupational diseases.
- **The Monuments Act** sets out provisions concerning the preservation of monuments and town and village views.

In addition, the project also adheres to international policies as well as guidelines from the Inter-American Development Bank (IDB), such as:

- ✓ **OP-102:** Access to Information Policy: This policy ensures transparency and accountability by providing access to information related to IDB operations. It promotes public participation and fosters informed decision-making.
- ✓ **OP-703:** Environmental and Social Safeguards Compliance Policy: This policy aims to minimize and mitigate potential adverse environmental and social impacts associated with IDB-financed projects. It sets standards for environmental and social assessments, management plans, and monitoring mechanisms.
- ✓ **OP-704:** Disaster Risk Management Policy: This policy focuses on reducing vulnerability to natural hazards and enhancing resilience in project design and implementation. It includes measures for risk assessment, preparedness, response, and recovery.
- ✓ **OP-765:** Operational Policy on Indigenous Peoples: This policy recognizes the rights of indigenous peoples and promotes their participation in development projects. It requires consultation and consent processes for projects that may affect indigenous communities and their territories.
- ✓ **OP-761:** Operational Policy on Gender Equality in Development: This policy integrates gender considerations into all stages of project planning, implementation, and evaluation. It aims to address gender disparities and promote women's empowerment in development initiatives.
- ✓ **OP-710:** Operational Policy on Involuntary Resettlement: This policy provides safeguards for people affected by involuntary resettlement due to IDB-financed projects. It emphasizes minimizing displacement, providing adequate compensation, and facilitating resettlement planning and assistance.

These policies establish standards and guidelines to ensure that IDB-funded projects adhere to principles of transparency, sustainability, social inclusion, and respect for human rights.



Compliance with these policies is essential for project eligibility and contributes to the bank's overall development objectives in the region.

### **3. Environmental and Social baseline**

The Cultuur studies' building is located at the left bank of the Suriname River, surrounded by several historical buildings with plenty of trees planted along the years mainly Mahogany (Family: Meliaceae) and Tamarind trees (*Tamarindus indica*). The Mahogany trees are not native species of Suriname, but they are included in the CITES<sup>1</sup> list. The fauna consists mainly of bird species. There are no records of threatened or endangered species. In general, the area is totally urbanized with no original flora and fauna.

The adjacent historical buildings are used as offices by:

- the Surinamese museum (building #5)
- the Suriname Built Heritage Foundation (building #7)
- gallery of the Surinamese museum (building #9)
- the Nola Hatterman Art Institute (building #11)
- the office of the State Council (building #13)

Furthermore, there is the Fort Zeelandia that is used as museum where also a restaurant is accommodated. At the back (west side) of Cultuur studies is the National Assembly (DNA) and the south side there is also a restaurant. As the paved access road is barricaded at the side of the restaurant it is mainly used by destination traffic (people going the restaurant, museum, or offices).

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<sup>1</sup> Convention on International Trade in Endangered Species of Wild Fauna and Flora

#### 4. Potential E&S impacts/risks and mitigation measures

The restoration project is expected to yield positive impacts such as enhanced preservation of cultural heritage, increased tourism, and economic development. However, risks or impacts during the construction phase may occur. The following risks/impacts associated with construction activities had been identified:

- **Fire:** A fire outbreak that can be the consequence of imprudence by workers (e.g. smoking). Therefore, smoking is prohibited at the construction site. Cables of electrical tools and other electrical installations are to be in good condition. Note that no hot work (e.g. welding) will take place as there is no need in the restoration of the wooden building.
- **Vandalism/theft:** Theft of project goods by homeless or others. Security will be present at the project site when there are no construction activities, i.e. daily from 6pm till 6am, Saturdays, Sundays, and Holidays.
- **Archaeological Finds:** The construction site is part of Suriname's historic inner-city as well as the location of possible pre-Columbian indigenous settlement. It is therefore possible that archaeological artefacts may be found during excavation and/or earth moving activities. In that case, the Chance Find Procedure will be followed.
- **Decrease of customers/visitors of restaurant and museum:** It is not expected that the construction activities will have an impact on the number of visitors to the area as the access road will not be interdicted.
- **Loss of parking space:** It is not foreseen that the project will cause loss of parking space, because the existing parking spots in the area will remain open for the public. The contractor will use 2 – 3 light vehicles that will be parked at the project site.

- **Traffic related impacts:** No interdiction of the road will occur during the construction phase. Construction material and waste will be transported using small trucks that during unloading and loading will not obstruct the access road.
- **Dust:** Particulate matter (e.g. sawdust and dust) may be emitted during construction. To avoid the spreading of dust to the surrounding, the building will be provided with screens.
- **Noise:** Hammer blows and use of power tools may produce nuisance noise. Therefore, the direct neighbors (DNA, Gadri restaurant, Suriname Museum, and Suriname Built Heritage Foundation - SBHF) will be notified/informed about the activities. In addition, noisy activities will be executed as much as possible in the afternoon when most of the offices and restaurant are closed (usually after 2pm).
- **Waste:** Construction and domestic waste will be produced during construction. There is a waste management plan that will be implemented and monitored during the construction phase.
- **Hazardous materials:** There is the possibility of using pesticides to help manage pest issues. To help address this, the ESMP excludes the use of WHO class 1A and 1B pesticides and the use of class 2 pesticides is restricted
- **Communication with key stakeholders:** The communication with key stakeholders will be conducted through the PIU. The PIU will be provided with an up-to-date project schedule so that any activity which may have major impact to the community will be communicated in a timely manner. At least 2 weeks prior to such activities, the key stakeholders must be notified/informed/consulted about those activities.

## **5. Input provided through public consultation and engagement:**

The PIU maintains the contact with stakeholders. Information about the project will be provided by the PIU to the stakeholders through individual meetings, phone calls, or e-mail. Inputs from the SBHF and Directorate Culture had been incorporated in the restoration plan of the Cultuur studies building.

## **6. Code of Conduct**

All workers need to sign the workers' code of conduct: During the daily toolbox meeting held every morning, where the tasks for the day are discussed, all workers are required to sign the Workers' Code of Conduct. This signifies their acknowledgment and commitment to adhere to the principles outlined in the code, emphasizing safety as the utmost priority. Additionally, during these meetings, all safety protocols are thoroughly reviewed, including the Job Safety Analysis (JSA) and Equipment Safety Analysis (ESA), ensuring that every worker understands and complies with the safety measures relevant to their tasks for the day. This practice reinforces a culture of safety and accountability among all personnel involved in the project.

The Company will comply with the IDB's environmental and social safeguard policies and other international financial institutions, as well as all international agreements signed by the Surinamese government regarding labor, occupational health, cultural heritage, social and environmental protection: In alignment with the comments provided, the company's commitment to compliance with laws and regulations extends beyond just those enforced by the Surinamese government. Not only does the company respect all local regulations pertaining to health, safety, and the environment, but it also ensures adherence to international standards and agreements. This includes compliance with the IDB's environmental and social safeguard policies, as well as regulations set forth by other international financial institutions. Additionally, the company pledges to uphold all international agreements signed by the Surinamese government concerning labor, occupational health, cultural heritage, and social and environmental protection. This comprehensive approach underscores the company's dedication to operating in a manner that

not only meets but exceeds regulatory requirements, ensuring responsible and sustainable practices throughout its operations.

Grievance Redress Mechanism for workers/project employees: The contractor should develop a Grievance Redress Mechanism for workers/project employees.

### **Code of Conduct:**

#### **Safety and Health always on first place:**

- ✓ All personnel are aware of the fact that a safe environment and a safe attitude on the workplace is essential for everyone's health.
- ✓ It is everyone's obligation to recognize and take immediate action to eliminate any hazard.
- ✓ Checking and correcting each other constantly is the way to do the job.

#### **Commitment of the contractor to the job:**

- ✓ The scope of the project shall be in the awareness of all personnel (Supervisors and other workers).
- ✓ The main targets in comparison to the work progress shall be the constant topic during the whole performance.

#### **Compliance with the Laws and Regulations:**

- ✓ The company respects all rules and regulations enforced by the Surinamese government regarding health, safety, and environment.
- ✓ All regulations of the Power Supply Company Suriname.
- ✓ All regulations of the Water Supply Company.
- ✓ All instructions are mentioned in the Project Specification.
- ✓ Respect for the individual and Community:
- ✓ Everyone shall be respectfully to each other, in order to receive respect among each other.
- ✓ Nobody is allowed to harass another (not verbally or physically).
- ✓ Sexual harassment and or Gender violence shall lead to immediate resignation.
- ✓ Grievances from affected communities will be responded and managed properly.

### **Care of assets:**

- ✓ It is the responsibility of every individual to take good care of company's or client's assets.
- ✓ All tools and equipment are indispensable in order to perform as expected. Therefore, irresponsible use which can cause defect, will not be tolerated.
- ✓ Any kind of theft of assets shall lead to immediate resignation.
- ✓ Preservation of the Environment:
- ✓ The project supervisor is responsible for the correct implementation of all security requirements.
- ✓ A clean and orderly environment is a must in order to perform optimally.
- ✓ It will be a daily practice to obtain a suitable working environment during the day.
- ✓ The handling of personal- and work waste shall be a case of constant monitoring.

## Code of Conduct

### **Safety and Health always on first place:**

- ✓ All personnel are aware of the fact that a safe environment and a safe attitude on the workplace is essential for everyone's health.
- ✓ It is everyone's obligation to recognize and take immediate action to eliminate any hazard.
- ✓ Checking and correcting each other constantly is the way to do the job.

### **Commitment:**

- ✓ All personnel (Supervisors and other workers) are committed to complying with the HSEC rules.
- ✓ Respect for the individual and Community:
- ✓ Everyone shall be respectful to each other, in order to receive respect among each other.
- ✓ Nobody is allowed to harass another (not verbally or physically).
- ✓ Sexual harassment and or Gender violence shall lead to immediate dismissal or job separation.
- ✓ Grievances from employees and affected communities will be responded to and managed properly.

### **Care of assets:**

- ✓ It is the responsibility of every individual to take good care of the company or client's assets.
- ✓ All tools and equipment are indispensable in order to perform as expected. Therefore, irresponsible use which can cause defect, will not be tolerated.
- ✓ Any kind of theft of assets shall lead to immediate dismissal.
- ✓ A clean and orderly environment is a must in order to perform optimally.

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_



## **7. Management Strategies and Implementation Plans**

### **Training and Awareness**

#### **1. Training Content**

- ✓ All employees must be trained on the Environmental and Social Management Plans (ESMPs), including the Environmental Management System (EMS) and the Grievance Redress Mechanism (GRM).
- ✓ Understanding the objectives and components of the ESMP.
- ✓ Roles and responsibilities of workers in implementing ESMP measures.
- ✓ Specific procedures outlined in the ESMP, including EMS protocols for waste management, pollution control, and resource conservation.
- ✓ Protocols for reporting incidents, grievances, and emergencies.
- ✓ Importance of compliance with legal and regulatory requirements, as well as project-specific guidelines.
- ✓ Respect for cultural heritage, community engagement, and stakeholder communication.

#### **2. Initial and Periodic Training**

- ✓ A weekend meeting will be held with all staff and workers before the start date to discuss the complete work scope and emphasize the rules for behavior during project execution.
- ✓ Initial training should be provided to all workers upon joining the project, followed by refresher sessions at regular intervals throughout the project duration.
- ✓ Every Monday morning one hour will be dedicated to evaluating the previous week and implementing corrections if necessary.

### **3. Documentation and Records**

- ✓ Maintain records of training sessions conducted, including attendance sheets, training materials, and evaluations. This documentation demonstrates compliance with training requirements and serves as evidence of due diligence in implementing ESMP measures.

### **4. Integration with Existing Systems**

- ✓ Training on ESMPs should be integrated with existing training programs within the organization or project framework. This ensures alignment with broader health, safety, and environmental management practices and facilitates seamless implementation.

### **5. Feedback and Evaluation**

- ✓ Workers should have opportunities to provide feedback on the effectiveness of training sessions and suggest areas for improvement. Feedback mechanisms can be incorporated into post-training surveys or regular meetings to assess knowledge retention and identify any gaps or challenges.

### **6. Continuous Improvement**

- ✓ Based on feedback and evaluation results, adjustments can be made to the training program to enhance its effectiveness over time. Continuous improvement ensures that workers remain informed and engaged in implementing ESMPs throughout the project lifecycle.

### **Safe Working Practices**

- ✓ Creating and maintaining constant safe working methods and a safe working environment is crucial.

### **Waste Management**

- ✓ Household waste will be separated from construction waste, and all waste will be disposed of at the approved Ornamibo landfill.
- ✓ Hazardous waste, such as containers of paints and pesticides will be disposed of at the Ornamibo landfill as there are no specialized waste treatment facilities for hazardous

waste yet in Suriname. In general, all types of waste are being disposed of at Ornamibo due to the lack of specialized waste treatment plants, except for bio-hazardous wastes (medical/hospital waste) that are incinerated, waste oil that is collected by one oil company (SOL), and wastes for recycling (e.g. petbottles, metal scrap, aluminum cans).

### **Incentives**

- ✓ An end-of-the-year bonus may be given to all workers if no violation of the rules occurs.

### **Landfill Identification**

- ✓ Waste will be disposed of at the Ornamibo landfill. It is important to ensure the landfill meets all relevant environmental and safety regulations.

## 8. Health, Safety and Environmental Precautions

- ✓ Where necessary Baska will use steel framed scaffolding with netting as a safety barrier against falling debris
- ✓ The scaffolds will be installed by “Dest en Zonen”, a certified company specialized in this area
- ✓ All workers will be provided with the necessary PPE (Hard hat, safety glasses and safety shoes) (workers will not be allowed onto the site without the proper PPE)
- ✓ Protective gloves will be worn whenever the job requires this
- ✓ Harnesses and lanyards shall be utilized for fall protection for each job at heights of more than 1.80 m.
- ✓ Hearing protection (earplugs) shall be used whenever working with power hand tools
- ✓ The production of noise shall be kept to a minimum. If in some cases this is unavoidable the timing will be adjusted to a more suitable moment
- ✓ The supply and discharge of material will be scheduled for the most part after 3 o'clock. The police will be informed on time when it will be unavoidable to temporarily close part of the road
- ✓ All construction waste shall be removed, stored temporarily in an open storage container and then transported from the construction site to a designated State dumping location on weekly bases.
- ✓ The domestic dirt will be held in dirt bags and will be disposed, making use of the government system available for this area
- ✓ Every working-storage will have Fire-extinguishers (the Police and/or the Fire brigade will advise what quantity is needed per storage)
- ✓ First aid kit will be located at the office of the project manager.
- ✓ Toilets will be available for workers.

- ✓ A shaded rest area will be available for workers.

Drills will be conducted to practice response for fire or other emergencies

## **9. BASKA N.V. - Contractor Overview**

### Description of Services/Business:

BASKA N.V. is a reputable contractor specializing in comprehensive construction and civil engineering services. The company excels in delivering high-quality infrastructure projects, including roads, bridges, and buildings, as well as specialized marine and port construction works. BASKA N.V. is known for its expertise in project management, engineering design, and implementation of innovative construction techniques, ensuring projects are completed on time and within budget while adhering to the highest safety and environmental standards.

### **Key Expertise:**

- ✓ **Civil Engineering:** BASKA N.V. offers extensive experience in civil engineering, covering everything from initial planning and design to the final construction and maintenance of infrastructure projects.
- ✓ **Project Management:** The company's project management team ensures seamless coordination, efficient resource allocation, and effective communication throughout all project phases.
- ✓ **Technical Supervision:** BASKA N.V. provides rigorous technical supervision to ensure that all construction activities meet the required specifications and quality standards.
- ✓ **Environmental and Safety Compliance:** The company is committed to implementing sustainable practices and maintaining compliance with all relevant environmental and safety regulations.

**Key Staff:****Management:**

- ✓ General Manager: Samuel A. Eersteling
- ✓ Project Manager: Evert F. Libretto Lcs

**Senior Staff:**

- ✓ Civil Engineer: Siegfried Wolff

**Technical Staff:**

- ✓ Project Supervisor: Walther Huur
- ✓ Technical Supervisor: Thomas Apai

## **10. Noise and Dust Management**

### **Noise Management:**

To minimize the impact of noise during construction, the following measures will be implemented:

- ✓ Encapsulation of Noisy Equipment: Stationary noisy equipment (e.g., saws, drills) will be encapsulated in acoustic covers, screens, or sheds where possible.
- ✓ Low-Noise Machinery: Use of low-noise generation construction machinery will be prioritized.
- ✓ Weekend/Public Holiday Work Notification: When construction works need to continue over a weekend or on a public holiday, all directly affected landowners and parties will be informed in writing at least two days before such work commences. This notice will be given at least two weeks in advance as part of the Stakeholder Engagement Plan. The PIU is responsible for the communication with stakeholders
- ✓ Hearing Protection: Employees exposed to noise levels exceeding the 85db threshold will be required to wear suitable hearing protection gear.
- ✓ Engineering Controls: All engineering controls aimed at reducing the level of noise generated by the proposed activity will be implemented.

### **Dust Management:**

**To control dust during construction, the following measures will be taken:**

- ✓ Dust Masks: Dust masks will be provided to all workers who are working in dusty areas.
- ✓ Screens: Screens will be used around the building to reduce the spreading of dust to the surroundings.



- ✓ Sand Pile Management: Sand piles will be covered or sprayed with water regularly to prevent dust from spreading.

Clean Working Area: The working area will be always kept clean to minimize dust generation.

## **11. Working at Heights (WAH)**

This procedure outlines the process for managing potential exposure to a risk of falling due to the hazards associated with the work being undertaken. It applies to any person who is exposed to a risk of falling from a height, their supervisors, and/or contractors.

### **Responsibilities:**

#### **The Project Manager is responsible for ensuring that:**

- ✓ Resources are available to ensure safety at the workplace.
- ✓ The procedure is implemented in their area.
- ✓ All ladders are inspected regularly.
- ✓ All equipment, such as harnesses, lanyards, ropes, and fall restraint devices, are inspected.
- ✓ Records of inspections and maintenance are maintained.

#### **The Civil Engineer/HSE Officer is responsible for ensuring that:**

- ✓ All identified risks are addressed.
- ✓ Anchorages are inspected.
- ✓ All personnel working at height are using appropriate PPEs.

#### **All persons working at heights are responsible for:**

- ✓ Using their PPE at all times when working at height.
- ✓ Inspecting all equipment before and after each use.
- ✓ Using equipment which is suitable for the job.
- ✓ Identifying and mitigating any hazards, assessing, and controlling the risk involved.

### **Fall Prevention:**

- ✓ Consider the viability of performing the work from the ground. Working on the ground or on a solid construction effectively eliminates the risk of falls.
- ✓ Working on a solid construction can provide an environment where the likelihood of a fall can be eliminated.

### **Elevated Work Platforms (EWPs):**

- ✓ Every person in the 'basket' must be secured with suitable fall restraint equipment and there must be systems in place to prevent tools and equipment from falling from the basket. This applies to moving any EWP (inclusive of loading and unloading an EWP from a transport vehicle) whether elevated or not.
- ✓ An observer/spotter shall be available for personnel working on EWPs to provide additional guidance during moving operations and ensure that persons can readily respond in an emergency.
- ✓ Fall protection using a harness and lanyard shall be mandatory when working in an EWP, including booms and scissor lifts.

### **Passive Fall Prevention Devices:**

- ✓ Use passive fall prevention devices to help prevent a fall for temporary work at heights.

### **Anchor Points:**

- ✓ All fixed or permanent structural anchorage points shall be inspected regularly.
- ✓ Temporary anchorages shall be installed in accordance with the manufacturers' or designer's instructions and shall be inspected prior to use.

### **Edge Protection:**

- ✓ Where a person is at risk of falling, edge protection shall be provided by means of guardrails.
  - ✓ Every open edge of a stair, landing, platform, or shaft opening must be protected to prevent people from falling.
  - ✓ Guard railing shall be constructed to withstand a force approximately equivalent to 55kg applied at any point.
  - ✓ Top rails shall be between 900mm and 1100mm above the working surface.
  - ✓ Mid rails and toe boards shall be provided, unless wire mesh infill panels incorporating a toe board are used instead of the mid rail.

- ✓ Bottom rail may be provided above the toe board for more severe roof slopes. Both a mid-rail and infill mesh panel will assist in preventing persons and objects from sliding off.

### **LADDERS:**

- ✓ Working from ladders greatly increases the chances of falling compared to other methods of working at heights. Alternate passive fall prevention devices are to be considered.
- ✓ Ladders are only to be used for:
  - Minor tasks.
  - Short periods of time.
  - As a means of access and egress.
- ✓ Ladders are not to be used for:
  - Any work that places the user at risk.
  - Any work where the user is higher than 3 meters from the ground. For heights above 3 meters, ladders are only to be used for access and egress purposes.
- ✓ Always use regularly inspected and maintained industrial ladders, that have a clearly displayed load rating of at least 120kg. Do not use domestic ladders.

### **Prevention of Falls (Ladders):**

- ✓ Ladders shall be fitted with slip-resistant safety feet and be stood on a firm, even base.
- ✓ Where practicable, ladders should be set up at right angles to the working position to minimize the potential to overbalance.
- ✓ Ladders shall not be placed in front of doors opening towards the ladder unless the door is blocked, locked, or guarded.
- ✓ Three-points of contact must be maintained.

- ✓ Tools or materials must not be carried while climbing/descending the ladder. Tools must be carried in a tool belt or side pouch, and equipment is to be passed up by an assistant.
- ✓ Ladders must always be faced, and the person's belt buckle must always remain within the ladder styles, i.e., no leaning out from the sides.
- ✓ No person is permitted to "rock" or "walk" a ladder to reposition it.
- ✓ No person shall stand on a ladder any higher than the third rung from the top of the ladder.
- ✓ Only one person is allowed on the ladder at the same time.
- ✓ Shoes are to be in good condition with adequate tread on the soles to prevent slipping.
- ✓ Metal or metal-bound ladders are never to be used for electrical work or close to energized electrical power lines.
- ✓ Ladders are not to be used on scaffolds, in elevated work platforms, or placed on boxes, barrels, or other unstable bases to gain extra height.

**Scaffold:**

- ✓ Given the existing roof construction and the accessibility of the various façades, it is decided to set up wooden scaffolding.
- ✓ The scaffolding will be made of 2"x4" wooden posts, 1"x6" braces, and 2"x8' gangways. The span for the 2"x4" posts is 2 meters. The scaffolding is placed over a width of 12m and has a height of approximately 12m. Where necessary, wooden footboards are placed. The 2"x4" uprights are braced over the full length by means of 1"x4" planks. The handrails are also made of 1"x4" wood material. The scaffold shall be tightly planked for the full width of the scaffold with openings between the planking not to exceed 2.5 cm. The front edge of all the platforms shall not exceed 35 cm from the face of the working surface unless guardrail systems are installed along the front edge and/or personal fall arrest systems are used.
- ✓ A thorough screen will be used for the construction on the street side to prevent pedestrians from being hit by any falling objects.

**The guidelines below apply to the setting up and use of scaffoldings:**

- ✓ Scaffolds shall be erected, altered, moved, or dismantled only under the supervision and direction of the civil engineer/HSE Officer.
- ✓ Employees required to perform work on scaffold platforms shall always use the required PPEs.
- ✓ Scaffolds shall be capable of supporting, without failure, their own weight and at least 4 times the maximum intended load.
- ✓ Scaffolds with work platforms of 1.20 m or more above the ground or next lower level should have a complete guardrail system.
- ✓ Scaffold platforms shall be a minimum of 45 cm wide.
- ✓ Cross braces shall not be used as substitutes for handrails or mid-rails.
- ✓ The footing or anchorage for all scaffolds shall be sound, rigid, and capable of supporting the loaded scaffold without settling or displacement. Unstable objects such as barrels, boxes, loose bricks, or concrete blocks will not be used to support scaffolds.
- ✓ The poles, legs, or uprights of scaffolds shall be plumb and securely braced to prevent swaying and displacement.
- ✓ Supported scaffolds with a height to base width ratio of more than three to one (3:1) shall be restrained from tipping by guying, tying, bracing, or equivalent means.
- ✓ After the initial tie-in (restraint) at three times the minimum base width, subsequent tie-ins must be at no greater than 3 m maximum vertical intervals.
- ✓ Diagonal bracing (minimum of two braces per section) shall be installed on each vertical section up to deck height using an alternating sequence.
- ✓ Scaffolds are never to be erected close to energized electrical power lines.

**Falling or Dropped Objects:**

- ✓ Objects falling from heights can place those working near or below at risk. Consideration must be made for plant, equipment, or other objects required for use at heights.

## **12. Traffic Management & Site Access Plan**

### **PURPOSE**

This Traffic Management Plan (TMP) establishes the controls to ensure the safe movement of all vehicles and personnel to, from, and on the Cultuurstudies building rehabilitation site (Figure 1). The purpose of this document is to ensure that all parties concerned with this project have a full understanding of all the measures proposed for the safe and successful completion of the demolition and rehabilitation works. This Traffic Management Plan will be reviewed prior to the commencement of site works.

### **Coordination with Transit Police**

The access road is only for destination traffic. There is no public transportation using the access road. It is not foreseen in the planning that the access road at some moment will be interdicted during construction. But, whenever this might be needed for whatever reason, the following steps will be carried out:

### **Notification and Coordination Meetings:**

- ✓ Discuss the plan with the traffic police at least 2 weeks prior to the execution of the activity
- ✓ Discuss the scope of work, potential impacts, and mitigation measures.

### **Vehicle Movement:**

- ✓ Restrict the movement of construction vehicles to designated routes to minimize disruption.
- ✓ Use spotters to assist in the safe movement of vehicles, particularly during the delivery of materials and the removal of debris.



### **Pedestrian Safety:**

- ✓ Erect barriers and fencing to separate construction areas from public spaces.
- ✓ Provide safe pedestrian pathways around the site, ensuring clear signage.

### **Emergency Access:**

- ✓ Maintain clear access routes for emergency vehicles at all times.
- ✓ Ensure all site personnel are aware of emergency procedures and contact information for emergency services.

### **Traffic Control Measures:**

Use cones, barriers, and warning signs to guide vehicles and pedestrians safely around the construction zone.

### **Project site**



*Figure 2 Overview of the project site*

## **SCOPE**

To undertake and manage various transportation activities during the Demolition, Removal, and Rehabilitation works at Cultuurstudies.

## **TRAFFIC MANAGEMENT**

Prior to any traffic movements, the initial inspection of the proposed route will be undertaken by the Project Manager and reviewed periodically. The inspection will consider, but not be limited to, the following:

- ✓ Visibility at intersections
- ✓ Width of load and the route to be taken
- ✓ Condition of road shoulder and its weight-bearing capacity
- ✓ Areas of low clearance or height restrictions
- ✓ Location of and availability of barricades for road closures
- ✓ Location of Traffic Controllers
- ✓ Potential for disruption to Operations
- ✓ Permits required (e.g., road closures)
- ✓ Notifications required (e.g., road closures for more than 2 hours should be advertised in the local media at least 3 days before the closure)
- ✓ Potential for collisions
- ✓ Construction zones/controlled areas on route or road closures

On completion of the inspections, the Project Manager will communicate any route changes, hazards, or extra control measures required for drivers.

## **PUBLIC NOTIFICATION**

This task should be in the Stakeholder Engagement Plan (SEP), and the public/users of the road must be notified well in advance. The first notification should be given at least 5 WORKING days before any planned road closures or significant traffic disruptions. As the

day approaches, send public reminders or provide information on alternate circulation routes (if applicable).

### **SITE ACCESS**

For access to the Cultuurstudies project site, contact must be made with the Project Manager through:

- ✓ +597 8827853
- ✓ +597 8711371
- ✓ [elibfr@yahoo.com](mailto:elibfr@yahoo.com)

If part of the access road (Zeelandiaweg) is blocked temporarily (partially or completely) due to loading or unloading of demolition or construction materials, authorization from the traffic police will be requested.

### **SITE SECURITY**

A security guard will be placed at the construction site after working hours.

### **FREQUENCY OF MOVEMENTS**

In order to minimise traffic congestions, the transport of materials with large trucks will be conducted as much as possible after 16:00 hrs. during weekdays (i.e. after rush hours).

### **PEDESTRIAN MOVEMENTS**

The sidewalk in front of the project site will be barricaded with caution lint to prevent pedestrian entering the working area.

### **EMERGENCIES**

Procedures for any emergency or evacuation shall be in accordance with the Emergency Management Plan. If an emergency is declared, the project manager must be informed

immediately. Any vehicle movements associated with evacuation must adhere to the Emergency Management Plan.

### **13. Chance Find Procedure**

#### **Purpose of the chance find procedure**

The chance find procedure is a project-specific procedure that outlines actions required if previously unknown heritage resources, particularly archaeological resources, are encountered during project activities. The purpose of this procedure is to prevent chance finds from being disturbed until an assessment by a competent specialist is made and actions consistent with the requirements are implemented.

#### **Scope of the chance find procedure**

This procedure is applicable to all activities conducted by the personnel, including contractors, that have the potential to uncover a heritage item/site. The procedure details the actions to be taken when a previously unidentified and potential heritage item/site is found during construction activities. Procedure outlines the roles and responsibilities and the response times required from both project staff, and any relevant heritage authority.

#### **Chance finds procedure**

If any person discovers a physical cultural resource, such as (but not limited to) archaeological sites, historical sites, remains and objects, or a cemetery and/or individual graves during excavation or construction, the following steps shall be taken:

1. Stop all works in the vicinity of the find, until a solution is found for the preservation of these artefacts, or advice from the relevant authorities is obtained;
2. Immediately notify a foreman. The foreman will then notify the Construction Manager who will notify immediately the PIU;
3. Record details in Incident Report and take photos of the find;
4. Delineate the discovered site or area; secure the site to prevent any damage or loss of removable objects. In cases of removable antiquities or sensitive remains, a night guard shall be arranged until the responsible local authorities take over;
5. Preliminary evaluation of the findings by archaeologists (that work for the Archeological Department). The archaeologist must make a rapid assessment of the site or find to determine its importance. Based on this assessment the appropriate strategy can be implemented. The significance and importance of the findings should

be assessed according to the various criteria relevant to cultural heritage such as aesthetic, historic, scientific or research, social and economic values of the find;

6. Sites of minor significance (such as isolated or unclear features, and isolated finds) should be recorded immediately by the archaeologist, thus causing a minimum disruption to the work schedule of the Contractor. The results of all archaeological work must be reported to the Archaeological Department of the Ministry of Education and Culture, once completed.
7. The onsite archaeologist provides the Archaeological Department and the PIU with photos, other information as relevant for identification and assessment of the significance of heritage items.
8. The Archaeological Department must investigate the fact within 2 weeks from the date of notification and provide a response in writing.
9. Decisions on how to handle the finding shall be taken by the responsible authorities. This could include changes in the layout (such as when finding an irremovable remain of cultural or archaeological importance) conservation, preservation, restoration and salvage;
10. Construction works could resume only after permission is granted from the Archaeological Department.
11. In case no response received within the 2 weeks' period mentioned above, this is considered as authorization to proceed with suspended construction works. This timeframe will be properly informed and agreed upon with the Archeological Department.

One of the main requirements of the procedure is record keeping. All finds must be registered. Photos, copies of communication with decision making authorities, conclusions and recommendations/ guidance, implementation reports must be kept.

## **EMERGENCY CONTACTS**

- ✓ **Ministry of Education and Culture**
  - Directorate Culture
  - Address: Van Roseveltkade 3, Paramaribo
  - Telephone: 472-830
  - E-Mail: [secd.cultuur@gmail.com](mailto:secd.cultuur@gmail.com)

- ✓ **Program Implementation Unit (PIU)**
  - Address: Wagenwegstraat 64 (Upstairs)
  - Telephone: 471879
  - E-mail: [info@purp.sr](mailto:info@purp.sr)
- ✓ **Suriname Built Heritage Foundation**
  - Address: Zeelandiaweg 7
  - Telephone: 421975
  - E-mail: [info.sges1997@gmail.com](mailto:info.sges1997@gmail.com)

Note that the Chance Find Procedure of the PIU is applicable to this project

## **14. Waste Management Plan (WMP)**

### **Scope of work and activities**

The scope of work consists of the activities that will be conducted at Cultuurstudies.

### **Responsibilities**

#### **1. Project Manager**

- ✓ Ensure that financial and human resources are available for the implementation of this WMP

#### **2. Project Supervisor**

- ✓ The management and monitoring of the implementation of this WMP;
- ✓ Investigate and report any incident related to waste management

#### **3. Workers**

- ✓ Ensure that waste is collected at determined points and disposed of timely.
- ✓ Maintain working areas clean and orderly.
- ✓ Reporting of any incidents, calamities, pollution, or shortcomings of the plan.

### **Waste types**

The following waste types are expected to be generated during the rehabilitation activities



*Table 1 Description of the various waste types during the construction phase*

<b>TYPE OF WASTE</b>	<b>WASTE DESCRIPTION</b>	<b>METHOD OF DISPOSAL</b>
General waste	Wastes appropriate for landfill disposal, generated by employees and contractors, e.g., household waste, food waste, paper, plastics.	<ul style="list-style-type: none"> <li>• Ornamibo landfill</li> </ul>
Residues of wood	Wood from demolition	<ul style="list-style-type: none"> <li>• Ornamibo landfill</li> </ul>
Construction waste	Residues of wood, concrete and cement	<ul style="list-style-type: none"> <li>• Ornamibo Landfill</li> </ul>
Paint waste	Paint residues	<ul style="list-style-type: none"> <li>• Ornamibo Landfill</li> </ul>
Packaging material	Packaging material can occur during unpacking of materials, such as <ul style="list-style-type: none"> <li>• Cardboard</li> <li>• Wood</li> <li>• Empty paint drums</li> </ul>	<ul style="list-style-type: none"> <li>• Ornamibo Landfill</li> </ul>
Metal Scrap	Metal scrap can occur during construction activities	<ul style="list-style-type: none"> <li>• Recycle</li> <li>• Ornamibo Landfill</li> </ul>
Other waste or disposal material on the proposed area.	Other wastes in which cannot be predicted in advance but are identified on the spot.	<ul style="list-style-type: none"> <li>• Ornamibo Landfill</li> </ul>
Pesticides	From termite treatment	<ul style="list-style-type: none"> <li>• Ornamibo Landfill</li> </ul>

### **Sanitation for the workers**

The Cultuur Studies building contains toilets that are still functional. Workers will be able to use those sanitation facilities. All toilets will have to be kept clean at all times.

### **Housekeeping:**

- ✓ The project site must be kept clean.
- ✓ The location should be free from street litter and household waste.
- ✓ Waste bins must be placed at visible places

### **Personal Protective Equipment (PPE)**

All employees are required to use the following personal protective equipment:

- ✓ Safety goggles
- ✓ Safety helmet
- ✓ Safety shoes
- ✓ Safety harness when performing work at a height exceeding 1.8 m
- ✓ Gloves (when required)

### **First Aid**

A First Aid kit is available at the office of the project manager.

### **Waste monitoring**

Baska N.V. is committed to minimizing the risks associated with the generation of wastes at the project site and will ensure that all waste is handled according to this WMP. A waste record will be maintained.

## **15. Emergency Response Plan**

### **Introduction**

In the context of this plan an emergency is any event, happening with or without advance warning or which may cause, death or injury, damage to property or the environment or disruption to the community and or business. Due to the unknown nature of emergencies and how they can develop this plan focuses on those events foreseen as most likely to occur.

This plan has been developed with inherent flexibility to allow it to be extended and to deal with extremely unlikely consequences which may arise through combinations of accidental circumstances and weather conditions. This plan sets out what actions are to be taken in the event of an emergency at Cultuurstudies Rehabilitation Project

The Emergency Management Plan (EMP) aims to be an “all hazards plan” providing the information and rules for response to the range of emergencies that may affect the operations, employees, visitors, stakeholders, and infrastructure and to ensure that each process is applied to emergency planning which includes prevention, preparedness, and response, communication and recovery strategies.

This EMP addresses hazards caused by activities at the Cultuurstudies that pose a risk to people and property.

Measures to manage operations at Cultuurstudies supports:

- ✓ The safe use of the project site by all occupants and visitors.
- ✓ The management of trucks, loading and unloading materials, etc;
- ✓ The procedure for safe storage of construction materials;

To achieve these aims, Baska N.V. should keep all workers and visitors informed of all rules.

## **Roles and Responsibilities**

### **Project Manager**

In the event of an emergency, the Project Manager will assess the scale of the incident and will activate the EMP if it is considered appropriate, e.g., uncontrolled fire/accident/flooding.

When the EMP is activated, the principal duty is the overall control of the incident by:

1. Ensuring that the Emergency Services and the PIU are informed.
2. Evacuating the building and leading all workers to the nearest muster point (Figure 2).
3. Ensuring that all workers (and visitors) are present at the muster point
4. Investigating the reported incident, being careful to approach from upwind.
5. Report the incident to the PIU.

### **Tasks and Responsibilities**

**Project Manager** – has overall responsibility for the coordination of response to emergencies at the project site.

The Responsibility includes the following:

- ✓ In the event of an emergency, the Project Manager has the overall responsibility for the coordination of the emergency response at the project site.
- ✓ Ensure that emergency services and the PIU have been alerted.
- ✓ Coordinating additional resources as required
- ✓ Ensuring the evacuation of the project site
- ✓ Directing media enquiries
- ✓ Liaise with appropriate external agencies such as District Commissioner, Police, etc.

**Workers** – all workers are required to:

- ✓ Raise an alarm if they discover a fire or other emergency situation;
- ✓ Support others that need help, if possible;
- ✓ Move calmly to the nearest assembly point;
- ✓ Follow directions of the project manager or the emergency services (e.g. the firefighting department);

### **Emergency services**

- ✓ Police department: number 115

- ✓ Fire Brigade (fire and rescue service): number is 110
- ✓ Emergency medical service: number is 117

## Access Points and Assembly Points



Figure 3 Locations of muster point

The muster point is at the park in front of restaurant De Gadri (see Figure 2)

## Potential Emergencies

The following potential emergency situations have been identified:

### Fire

- ✓ At the entrance of each floor at least one fire extinguisher must be placed;
- ✓ Each worker will be trained to use a fire extinguisher;
- ✓ When initial fire is discovered, the workers will try to extinguish it with the fire extinguishers;
- ✓ The project manager will contact immediately the fire department;

- ✓ If the fire is not controlled, the project manager should initiate the evacuation of the project site
- ✓ Once the fire has been extinguished, an assessment of the damage will be made and a recovery plan will be produced and communicated to the PIU;
- ✓ The PIU will ensure further communication of the incident to relevant authorities

### **Fall from Height**

- ✓ Where a person falls from height, the severity of the person's injuries will be assessed;
- ✓ The project manager will immediately call the medical services;
- ✓ Depending on the situation, the project manager might request the support of the fire department for rescue;
- ✓ The incident scene will be preserved to allow the collection of evidence that may be required for further investigation.
- ✓ Relocation of equipment and/or infrastructure is prohibited unless it poses an immediate safety concern;
- ✓ The incident must be reported to the Ministry of Labor and the PIU
- ✓ Once the scene has been released, operations will resume.

### **Vehicle Collision**

- ✓ This includes heavy vehicle collision with light vehicles, other heavy vehicles, and infrastructure.
- ✓ Once the incident has been reported, the priority is to determine if there are casualties.
- ✓ Emergency Services will be notified.
- ✓ Once any casualties have been treated and removed from the scene, an assessment of the damage will be made.
- ✓ The project manager will submit an incident report through the project supervisor to the PIU

**Process Owner**

The Project Manager has overall responsibility for this plan. The Emergency Management Plan is to be reviewed regularly.

**Remark**

This EMP is an initiative to ensure that basic emergency situations during the rehabilitation activities are addressed.

## 16. Grievance Mechanism

The Grievance Mechanism (GRM) outlined for the project involves a structured process for receiving, screening, and addressing complaints from stakeholders regarding the construction works. Here's an explanation of the process:

1. **Receiving Complaints:** Any complaints from stakeholders regarding the construction works are to be promptly noticed by the contractor. Stakeholders may include nearby residents, businesses, community members, or any other individuals affected by the project. Complaints can pertain to various issues such as noise, dust, traffic disruptions, safety concerns, or any other relevant matters.
2. **Submission to PIU PURP:** Upon receiving a complaint, the contractor is instructed to submit it immediately to the Program Implementation Unit (PIU) of the Project for Urban Rehabilitation and Planning (PURP). The contact information for the PIU, including address, telephone number, and email, is prominently displayed at the front of the building for easy access by stakeholders.
3. **Screening Process:** Once a complaint is received by the PIU PURP, it undergoes a screening process to assess its validity and relevance. This screening helps determine the appropriate course of action for addressing the complaint. Valid complaints are those related to the construction works and their impact on stakeholders.
4. **Processing Complaints:** After screening, valid complaints are processed by the PIU PURP in a timely manner. This may involve conducting investigations, gathering additional information, and assessing the severity of the issue raised. The PIU PURP works collaboratively with relevant stakeholders, including the contractor, to address the complaints effectively.
5. **Response and Resolution:** Upon processing the complaints, the PIU PURP provides a response to the stakeholders involved, acknowledging receipt of the complaint and outlining the actions taken or planned to address it. The resolution of complaints may vary depending on the nature and complexity of the issues raised. However, efforts are made to address concerns in a fair, transparent, and timely manner.
6. **Timelines:** While specific timelines for addressing complaints may vary depending on the nature and urgency of each case, the GRM aims to ensure that complaints are



addressed promptly and efficiently. Stakeholders can expect timely updates on the status of their complaints and the progress of any actions taken to resolve them.

Overall, the GRM is designed to facilitate open communication, transparency, and accountability in addressing stakeholders' concerns related to the construction works. By providing a clear process for receiving, screening, and processing complaints, the aim is to promote stakeholder engagement and satisfaction throughout the project duration.

The contractor had been instructed to take notice of any complaints from stakeholders regarding the construction works and submit them immediately to the PIU PURP.

Contact information of the PIU for submitting complaints will be placed at the front of the building, so that complaints can be submitted at any time to the PIU:

**Program Implementation Unit (PIU)**

Address: Wagenwegstraat 64 (Upstairs)

Telephone: 471879

E-mail: [info@purp.sr](mailto:info@purp.sr)

Note that the GRM Procedure of the PIU will be applied to this project.

## 17. Construction Environmental and Social Management and Monitoring Plan (C-ESMP)

Table 2 Remarks: The Civil Engineer is also the Safety person at Baska N.V.

C-ESMP							Monitoring Supervision
No.	Aspect	Frequency	Responsible	Monitoring Method	Performance Indicator	Reporting frequency to PIU	Validator
1	Safety Inspection: -Use of PPE -Fire Extinguishers	Daily Weekly	Civil Engineer	Walk around	# Of sub-standard conditions	Bi-Weekly	PIU
2	Safety Performance	Daily	Civil Engineer	Walk around	# of incidents	Bi-Weekly	PIU
2	Scaffold inspection	Weekly	Civil Engineer	Structure checks	# of sub-standard conditions	Bi-weekly	PIU
3	Waste removal	Weekly	Project Manager	Visual observation	# of substandard condition	Bi-Weekly	PIU

4	Noise nuisance	When required	Civil Engineer	Noise measurements	# of complaints	Bi-Weekly	PIU
5	Dust Nuisance	Daily	Civil Engineer	Visual observation	# of complaints	Bi-Weekly	PIU
6	Traffic management	When required	Project Manager	Follow traffic police guidelines	# of complaints	Bi-Weekly	PIU
7	Access control	Daily	Civil Engineer	List of visitors/workers	Up-to-Date List of visitors	Bi-Weekly	PIU
8	Grievance mechanism	When occurred	PIU	Complaints received (Contact data of PIU for grievance placed at main access of construction	# of grievance received and handled within due time	Bi-Weekly	Director of Culture

				site)			
9	Chance Find	When occurred	Project Supervisor	Report to PIU	Activities conducted according to instructions from Archaeological department	When occurred	PIU