

Development Name:

Specification ID:

Compliance with an Alternative to the Considerate Constructors Scheme

- 1 credit can be awarded where the assessment stakeholder confirms in writing that the alternative scheme is to be independently assessed and the assessor confirms that the alternative scheme addresses all the mandatory items plus 50% of the optional items in *Checklist A2* (complete box 1).
- 2 credits can be awarded where the assessment stakeholder confirms in writing that the alternative scheme is to be independently assessed and the assessor confirms that the alternative scheme addresses all the mandatory items plus 80% of the optional items in *Checklist A2* (complete box 2).

POST CONSTRUCTION REVIEW

When certification can be demonstrated the actual items achieved in each section should be quoted.

Where the mandatory criteria + 50% of optional criteria are achieved / committed to

Score achieved 1 credit

1

OR

Where the mandatory criteria + 80% of optional criteria are achieved / committed to

Score achieved 2 credits

2

The assessor should ensure that the commitment is to specific criteria and not a general commitment to satisfy the above statements.

Total Credits for Alternative Independently Assessed Scheme



Section 1: Considerate

Mandatory

Ref	Compliance	Guidance	Tick
a	Where introductory letters have been sent / are to be sent to all the neighbours.	<ul style="list-style-type: none"> See copies of letters to be sent or sent with a list of the addresses 	
b	Where there is provision for parking on site OR Buses are provided from local transport nodes OR The nearest transport links are within 500m and run every 30 minutes OR An area offsite has been designated for site parking.	<ul style="list-style-type: none"> See copies of parking plan, check local vicinity for transport links. 	
c	Where there are ramps and signs, indicating footpaths AND Where pathways are wide enough for wheelchair access AND Where pedestrians who are mobility impaired or have sight/hearing difficulties can still gain access around the site boundary.	<ul style="list-style-type: none"> View on site. 	
d	<ul style="list-style-type: none"> Where there are barriers and signposts indicating footpaths around the site. Where footpaths are clean. Where the passageways are safe and protected. 	<ul style="list-style-type: none"> View on site. 	

Optional

Ref	Compliance	Guidance	Tick
e	Where all the road signs/names can be seen OR Where a road sign/name is obstructed a replacement has been erected.	<ul style="list-style-type: none"> Is there a temporary works plan highlighting these items? View on site. 	
f	Where site entrances/exits clearly marked AND These are clear for lorry/delivery drivers and other visitors to see.	<ul style="list-style-type: none"> View on site. 	
g	Where there is a clearly signed site reception AND Where the receptionist knows which member of staff will deal with unexpected visitors AND Where visitors are escorted to the member of staff they are visiting.	<ul style="list-style-type: none"> Check on arrival for the signs. Ask the receptionist how they deal with unexpected and expected visitors. 	
h	Where there are areas of high minority communities and English is not the first language, notices are printed in the common local language.	<ul style="list-style-type: none"> Check the area, local shops and members of the public, community centres for a minority culture community. Where this is present check for signs in the communities language. 	
i	Where the site is near a school, community centre / or other building and delivery times are outside peak times.	<ul style="list-style-type: none"> School peak times considered to be 8-9.30am and 3-5pm Residential peak times 7-9am and 4-6pm. Other shops / industries may have regular deliveries; this should also be considered by the Contractor. 	
j	Where the site manager is authorised to reimburse minor financial complaints.	<ul style="list-style-type: none"> Ask the Site Manager what authorisation is needed to reimburse financial complaints. 	
k	Where the parish registry has been checked to establish the names of neighbours to personalise	<ul style="list-style-type: none"> List of names and addresses to be viewed on 	

	your letters.	site.	
l	Where a map has been sent to suppliers indicating how they should access the site by a particular route.	<ul style="list-style-type: none"> Check a copy of the map sent to all suppliers with accompanying letter. 	
m	Where the post box has been placed on the pavement to save the postman from entering the site.	<ul style="list-style-type: none"> View on site. 	



Section 2: Environmentally Aware

Mandatory

Ref	Compliance	Guidance	Tick
a	Where site hours and noisy work restrictions are appropriate to the area.	<ul style="list-style-type: none"> Consider particularly areas near: Houses; Schools; Hospitals; Industrial Units; Public Transport Nodes; City centres; or Shopping facilities Copy of statement of intent, policy, agreement etc to be provided. 	
b	Where the Contractor has made provisions to reduce the noise.	<ul style="list-style-type: none"> Are reasonable sound restrictions in force e.g. whispering generators, straw bales, sound barriers etc.? Has the Contractor demonstrated that noise has been considered and measures implemented to reduce the disturbance? 	
c	Where there is a written commitment from the Contractor to protect any sensitive ecological features such as plants and trees AND this is demonstrated onsite. NOTE: Plants cannot be removed and replanted as part of this work.	<ul style="list-style-type: none"> Written commitment to be provided, along with a copy of "before and after" drawings. The commitment should include how the features will be protected and how the protection measures were determined. Temporary works procedures to include the appropriate protective measures. View on site. 	
d	Where the site boundary is clearly and safely marked and appropriate to the environment.	<ul style="list-style-type: none"> Ask the Site Manager if any thought was given to the hoarding and the location of the site. Is the hoarding clearly /safely marked, clean, neat and well maintained? 	
e	Where protected wild life issues in the local area have been addressed by the company.	<ul style="list-style-type: none"> Speak to the Site Manager about the local wildlife issues and how the site are addressing them and how they are monitored See evidence of drawings or specification clauses that back up the claims. 	
f	Where the site has an environmental policy AND The site manager can relate the environmental policy to procedures on site AND The site staff are aware of the environmental policy and how it relates to their work.	<ul style="list-style-type: none"> Request a copy of the policy. Ask the Site Manager what the policy includes and how this relates to the site. Ask members of staff at different levels how the policy relates to work at their level. 	
g	Where there is a procedure and adequate equipment for protecting watercourses from site pollution.	<ul style="list-style-type: none"> Bunds, absorbent material to soak up any spillages, must be present at risk areas on site. If there is a site specific environmental policy which commits to preventing water pollution and describes how this is to be on the site this point can be awarded. 	
h	Where fuel oil spillage equipment is available.	<ul style="list-style-type: none"> View on site. Ensure the spillage equipment is located where spillages may occur to ensure a rapid response time. 	
i	Where the colour of the hoarding has been considered in terms of the surrounding environment.	<ul style="list-style-type: none"> It may be that the hoarding colour is dictated by the company colours and in this case, it would be difficult to award this point. 	
j	Does the site have a site specific environmental policy?	<ul style="list-style-type: none"> Request a copy of the policy and an explanation from the Site Manager and members of staff at different levels as to how it relates to their work. 	
k	Where the site is segregating, recycling or re-using waste.	<ul style="list-style-type: none"> This can be viewed on site. A company wide policy promising to segregate, recycle and re-use waste will NOT satisfy this credit. 	

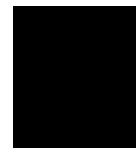


Ref	Compliance	Guidance	Tick
		<ul style="list-style-type: none"> If there is a site specific environmental policy which commits to segregating, recycling and re-using waste then the inspector can award this point. 	
l	Where the site has a system to monitor the amount of material waste.	<ul style="list-style-type: none"> This can either be viewed on site; OR If there is a site specific environmental policy which commits to monitoring site waste, indicating how this is to be carried out, then this point can be awarded. 	
m	Where there are energy saving measures implemented on site.	<ul style="list-style-type: none"> Examples of this include: low energy lighting; switching off equipment when not in use; installing thermostats; installing timers; choosing energy efficient equipment. 	
n	Where straw bales or equivalent provide some sound protection to static noise generators or the site is using the 'whispering type'.	<ul style="list-style-type: none"> View on site how sound is attenuated from noisy equipment If a site specific policy identifies how sound will be attenuated from noisy equipment then this point can be awarded. 	
o	Where areas with dust problems are enclosed, or alternative methods of mitigating dust have been provided.	<ul style="list-style-type: none"> Check how dust mitigation has been considered with the Site Manager; check that this will be effective. 	
p	Where sumps are provided in cases of heavy water run off.	<ul style="list-style-type: none"> View on site. If there is a site specific environmental policy which indicates how heavy water run off will be minimised and dealt with on site, this point can be awarded. 	
q	Where a site with severe congestion has a delivery point remote from a site. Deliveries from the remote site can then be made in smaller vehicles at times to cause the least inconvenience.	<ul style="list-style-type: none"> View procedures on site. Where a site specific environmental policy addresses the problem of deliveries to a severely congested site, then the point can be awarded. 	
r	Where permission has been obtained to use a fire hydrant or fire brigade to damp down.	<ul style="list-style-type: none"> Written permission to be provided. 	
s	Where an impact minimisation strategy review is in place for the site.	<ul style="list-style-type: none"> The review should consider the impact of the site in environmental terms and how any adverse effects are being minimised. 	
t	Where there is adequate space for new materials to be stored in secured covered areas to avoid damage, theft and to protect from weather.	<ul style="list-style-type: none"> View on site. Ensure that where space has been provided, it is being used correctly. 	
u	Where visible stacked materials are sheeted out.	<ul style="list-style-type: none"> View on site. 	

Section 3: Clean

Mandatory

Ref	Compliance	Guidance	Tick
a	Where all accesses to the site are clean, mud free and safe.	<ul style="list-style-type: none"> • View on site. • Where a site specific policy indicates measure that will be implemented to maintain clean, mud free, safe accesses, then this point can be awarded. 	
b	Where the roads adjacent to the site that are used by site vehicles are swept.	<ul style="list-style-type: none"> • Evidence in the form of a contract with a road sweeping company. • View on site. 	
c	Where there is an area specified within the site boundary for the storage of materials and plant.	<ul style="list-style-type: none"> • The area must be clean and dry where necessary, and the space should be sufficient for the materials / plant stored. • For the material storage part, this could be replaced on congested sites by a "just in time" delivery policy • View on site. 	
d	Where there are dust prevention measures present.	<ul style="list-style-type: none"> • Where there is a regular damping down of the roads during the hot weather AND • Where dust sheets are provided where areas are being demolished. • OR • Where any other measures can be demonstrated to meet this point. 	
e	Where materials and equipment are tidily stacked and protected / covered where necessary.	<ul style="list-style-type: none"> • View on site. • 	
f	Where areas around the canteen, offices and skips are tidy and clean AND Areas are screened where necessary.	<ul style="list-style-type: none"> • View on site. • Check all the areas ensure screening is in place where necessary. 	
g	Where rubbish bins are available.	<ul style="list-style-type: none"> • View on site. • The inspector should ensure that where bins are provided they are spaced at intervals which will facilitate staff using them 	
h	Where a free car cleaning service is offered, where dirt or dust is a problem.	<ul style="list-style-type: none"> • View on site. • Check procedures, notice boards, with staff to see if this is in operation. 	
i	Where the wind direction is checked and the work pattern is varied to suit, if dust is a problem.	<ul style="list-style-type: none"> • View whether dust is a problem on site, this should be checked in the driest season. • If dust is a problem then ask the Site Manager how work is varied depending on the wind direction. 	
j	Where a hard road is provided into the site to reduce mud problems.	<ul style="list-style-type: none"> • View on site. 	



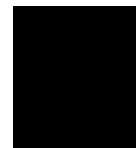
Section 4: Good Neighbour

Mandatory

Ref	Compliance	Guidance	Tick
a	Where there is a single line entry complaints book.	<ul style="list-style-type: none"> Copy of the book to be provided or seen AND the book should be kept in an easily accessible place. 	
b	Are complaints responded to immediately and dealt with correctly.	<ul style="list-style-type: none"> Look through the complaints book and check the responses. Ensure all complaints were dealt with and responded to in a polite, considerate and timely manner. 	
c	Where there is light shielded from the neighbours.	<ul style="list-style-type: none"> Copy of the temporary works including lighting to be provided. These must either indicate light shielding or the Site Manager must demonstrate how the light shielding works or is not applicable. 	

Optional

Ref	Compliance	Guidance	Tick
d	Where there are viewing boards in the hoardings AND They give a good impression.	<ul style="list-style-type: none"> Ask the site manger to explain why the views in the hoardings were chosen and how they best represent the site. Check that the areas that can be seen are tidy and clean. 	
e	Where an arrangement is in place for a neighbour to act as a representative for a group.	<ul style="list-style-type: none"> Request to see a letter of confirmation that one local will act as a representative of the community or group. 	
f	Where reasonable steps have been taken to ensure a minimum of false alarms.	<ul style="list-style-type: none"> For example: <ul style="list-style-type: none"> 24 hour security. Speak to the security guard. Ensure that the security guard knows how to deal with alarms procedures both real and false. Check that this information is transferred to new staff. Alarms are linked to a central office open 24 hours which responds immediately. Other measures to minimise false alarms can be considered on their merits and how appropriate they are to site requirements. 	
g	Where the site and its surroundings are seen by the public as tidy AND Where the site and its surroundings are seen by the public as clean.	<ul style="list-style-type: none"> Ensure that there are no complaints about the site being untidy or dirty or that if there were this was quickly rectified and not repeated. Check on site that the views in the hoardings show a clean and tidy site. 	
h	Where there is a congested site, and there is a compound away from the site used for plant/ material storage.	<ul style="list-style-type: none"> Only applicable if the site is congested. Speak to the Site Manager about this extra storage and visit extra compound. 	
i	Where local people are informed of site progress by the use of a notice board.	<ul style="list-style-type: none"> View on site. 	
j	Where there are rewards for a neighbour's help.	<ul style="list-style-type: none"> View procedures or examples of what is being done on site 	
k	Where there is a model of the project to better show neighbours the exact implications of the project.	<ul style="list-style-type: none"> Where a model has been built and had been shown at local residents meetings; OR Where there is a commitment to build a model for this purpose. 	
l	Where there is a procedure for a member of staff to check the view in the viewing apertures at regular intervals.	<ul style="list-style-type: none"> Where there is a written procedure or commitment to regularly check the viewing apertures, or where the viewing apertures are to be changed at different stages of the project 	



Ref	Compliance	Guidance	Tick
		<p>to ensure the best view is provided.</p> <ul style="list-style-type: none"> During site visits, check the viewing apertures and ensure the view is safe, tidy, clean and inoffensive. 	
m	Where there is a commitment to write and thank neighbours at the end of the contract for their forbearance.	<ul style="list-style-type: none"> A copy of this commitment should be provided or a copy of a standard letter that is always sent at the end of a project. 	
n	Where, on completion of the project, the neighbours who have been affected by the work are given a feedback form, to indicate their concerns and mark the Contractors performance These results should then be used to improve your performance next time.	<ul style="list-style-type: none"> Where a copy of feedback form for neighbours can be provided; AND Where there is a commitment to send these forms to affected neighbours; AND Where there are procedures in place to monitor the results and implement changes for future work. 	
o	Where extra sets of posters are prominently displayed illustrating how the site is being a good neighbour.	<ul style="list-style-type: none"> View on site. 	
p	Where appropriate get involved with local community charities and initiatives.	<ul style="list-style-type: none"> Where there is evidence of such events having already occurred or where there are future arrangements or a commitment to do so. 	


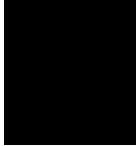
Section 5: Respectful

Mandatory


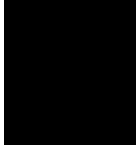
Ref	Compliance	Guidance	Tick
a	Where there is a dress code specified in the induction.	<ul style="list-style-type: none"> • Check the induction content for items related to dress code. • N.B. This does not relate to PPE, this is to prevent "builders bum" syndrome 	<input type="checkbox"/>
b	Where there is an enforcement procedure i.e. someone does check that operatives are dressed considerately,	<ul style="list-style-type: none"> • Check the induction content for these details. • Ask how operatives who are not dressed "appropriately" are dealt with? Is the procedure rigorous • Check the complaints book for any items on this issue and see how quickly they were dealt with. 	<input type="checkbox"/>
c	Where inappropriate behaviour is dealt with in site policy AND Where this is highlighted in the site induction.	<ul style="list-style-type: none"> • Copy of the policy to be provided. • Check the induction content for these details. • Ask the Site Manager what the enforcement procedures are and how they are carried out. • Check the complaints book for any items on this issue and see how quickly they were dealt with. 	<input type="checkbox"/>

Optional

Ref	Compliance	Guidance	Tick
d	Does the site have female toilets. Does the site have disabled toilets.	<ul style="list-style-type: none"> • View on site 	<input type="checkbox"/>
e	Where operatives are prevented from having their breaks in view of the public.	<ul style="list-style-type: none"> • Examples of how this might be achieved include: <ul style="list-style-type: none"> ○ A site canteen ○ A common room available for operatives to eat in. • View on site. 	<input type="checkbox"/>
f	Where toilets are screened from public view.	<ul style="list-style-type: none"> • View on site 	<input type="checkbox"/>
g	Where lockers are provided in the drying room.	<ul style="list-style-type: none"> • View on site 	<input type="checkbox"/>
h	Where site personnel are discouraged from using local facilities in their site clothes.	<ul style="list-style-type: none"> • Examples of how this might be achieved include : <ul style="list-style-type: none"> ○ A canteen. ○ Staggered breaks for different gangs. ○ Provision of showers / wash rooms. ○ Provision of lockers. ○ A request to leave PPE on site. • View on site. • Check procedures with the Site Manager. 	<input type="checkbox"/>
i	Where there is a radio ban.	<ul style="list-style-type: none"> • Check if there is a ban in place and how it is enforced. 	<input type="checkbox"/>
j	Where operatives are provided with suitable clothing with the companies logo.	<ul style="list-style-type: none"> • Check company policy to do this and check with operatives on site that they have clothing with the company's logo. 	<input type="checkbox"/>
k	Provide operatives with a clip on ID card with photo.	<ul style="list-style-type: none"> • Check company policy and procedures for issuing clip on ID cards. • Check if there is a mandatory requirement for operatives to wear these when on site. • Check operatives in site are wearing them. 	<input type="checkbox"/>
l	Where the site encourages only 1 person to visit the local shop at any one time.	<ul style="list-style-type: none"> • Examples of how this can be achieved include : <ol style="list-style-type: none"> a. Where there are facilities on site to buy newspapers, confectionary and snacks b. Where breaks are staggered to prevent large groups of operatives visiting local 	<input type="checkbox"/>

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Ref	Compliance	Guidance	Tick
		shops together c. One person is nominated to go to the local shop for the team.	

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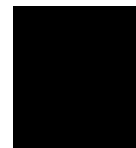
Section 6: Safe

Mandatory

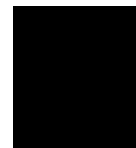
Ref	Compliance	Guidance	Tick
a	Where there are warning signs for the benefit of the pedestrian and road user.	<ul style="list-style-type: none"> Check if the signs are indicated on the temporary works / other plans OR if they are being implemented on site. 	
b	Where the temporary works are safe and are erected only after they have been checked by an experienced engineer.	<ul style="list-style-type: none"> See copy of the temporary works checking procedure, check the responsible engineer has the relevant qualifications. Check that the temporary works are checked by a visual or physical inspection on a regular basis. Carry out a site inspection. 	
c	Are the temporary works near adjacent buildings likely to produce a security risk.	<ul style="list-style-type: none"> Ask if a risk assessment was carried out when designing the works and check if this was identified. View on site. 	

Optional

Ref	Compliance	Guidance	Tick
d	Is safe access to the site office provided by: good lighting AND Adequate barriers AND Uniform surfaces i.e. no trip hazards AND Being a minimum of 1m wide.	<ul style="list-style-type: none"> View on site. 	
e	Where work has interrupted the pavement ensure ramps are provided.	<ul style="list-style-type: none"> View on site. 	
f	Where the scaffolding is boxed in or taped where likely to obstruct pedestrians.	<ul style="list-style-type: none"> View on site. 	
g	Where the hoarding or scaffold is properly lit externally at night?	<ul style="list-style-type: none"> View on site. 	
h	Where scaffold netting is in place and well maintained.	<ul style="list-style-type: none"> View on site. 	
i	Where emergency escape routes are well identified?	<ul style="list-style-type: none"> View on site. 	
j	Are even the most minor accidents recorded.	<ul style="list-style-type: none"> Check first aid book for minor accidents. Minor considered to be e.g. small cuts (plaster only necessary), dust in eyes. 	
k	Where others use the site and there is a regular fire drill.	<ul style="list-style-type: none"> Check times of drill and visit a day the drill should be carried out. 	
l	Where there is a procedure to report serious incidents.	<ul style="list-style-type: none"> Copy of procedure to be provided. Procedure to cover internal QA reporting format, and notifying HSE. 	
m	Where there is satisfactory out of hours security.	<ul style="list-style-type: none"> Examples of satisfactory out of hours security include: <ul style="list-style-type: none"> Locked gates. Night lighting. 24 hour on site security. An alarm linked directly to a police station or 24 hour (local) off site security. The security guard has an emergency number and knows who to call in an emergency. 	
n	Where non English speaking operatives are tested during their induction, to ensure that their levels of reading, writing and speaking do not pose a safety	<ul style="list-style-type: none"> This needs to be robust enough to ensure that in a health and safety risk environment, the operative would be capable of warning others 	



Ref	Compliance	Guidance	Tick
	risk to those that they work with.	or contacting help.	
o	Where temporary road crossings are in a suitable safe place.	<ul style="list-style-type: none"> • Check: Road crossings away from corners. • The design has been checked by a traffic expert. • There is a risk assessment for these areas, are the remaining risks acceptable. 	
p	Where the site office is well sign posted and easily accessible.	<ul style="list-style-type: none"> • View on site. 	
q	Where safety helmets are positioned close to the entrance to the site office unless they are otherwise quite obvious.	<ul style="list-style-type: none"> • View on site. 	
r	Where the visitors book is to be filled in on all occasions.	<ul style="list-style-type: none"> • View on site. 	
s	Where you provide the supplier with your safety and other requirements in connection with deliveries.	<ul style="list-style-type: none"> • Check this information is given to suppliers; • AND • Check that this is enforced at every delivery, not just a one off letter to the company at the beginning of the project. 	
t	Where there is an operative concerns procedure board to record concerns.	<ul style="list-style-type: none"> • Check if this is in place and how it operates. 	
u	Where all site hazards are advertised at the site entrance (s).	<ul style="list-style-type: none"> • View on site. • Check that the list of site hazards is complete. 	




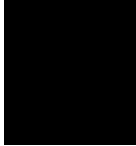
Section 7: Responsible

Mandatory


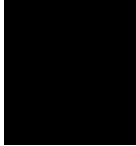
Ref	Compliance	Guidance	Tick
a	Where the Environmental Officer has been informed of your presence on site.	<ul style="list-style-type: none"> See a copy of the letter, informing the Environmental Officer of the project, including start and finish construction dates. 	
b	Where there is well posted material indicating nearest Police Station and Hospital (with A&E facilities).	<ul style="list-style-type: none"> Are there posters indicating the nearest Police Office, Hospital with A&E facilities in key areas e.g. site reception, site canteen, main site office. Spot check managers, operatives, reception staff to check they know this information or at least where they would find it. Check Induction talk. 	

Optional

Ref	Compliance	Guidance	Tick
c	Where a record of your immediate neighbours names and telephone numbers are known.	<ul style="list-style-type: none"> A copy of this list should be provided. 	
d	Where all subcontractors first-aiders are recorded in a formal document and a copy of this record provided.	<ul style="list-style-type: none"> Check for the formal document which has all sub-contractors first-aiders registered. 	
e	Where an in-house newsletter is distributed to the neighbours.	<ul style="list-style-type: none"> Where a copy of this letter can be provided and evidence that this has been distributed, e.g. accompanying letters, recorded minutes etc. 	
f	Where a local person provides out of hours cover.	<ul style="list-style-type: none"> If there is 24 hour security this is automatically awarded. Where there is no 24 hour security, but someone is identified as living local to the site and can act quickly in the event of an emergency on site. 	
g	Where the workforce hold CSCS (Construction Skills Certification Scheme) cards.	<ul style="list-style-type: none"> Where the company has procedures in place to ensure that the majority of their workers hold CSCS cards. 	
h	Where your company is recognised as having either ISO 9001, 14001 or IIP status.	<ul style="list-style-type: none"> Evidence that this has been achieved must be provided. 	
i	Where operatives skills and medical conditions are recorded.	<ul style="list-style-type: none"> Check records and /or procedures to demonstrate this. 	
j	Where there are the appropriate number of first aiders and first aid equipment for the site.	<ul style="list-style-type: none"> The HSE produce guidance on the number of required first-aiders for a site. A copy of the trained first-aider list should be provided and their qualifications, ensure that the qualifications are all still valid (i.e. in the last 3 years). Check that each first-aider have a box with basic equipment in. Check that each first-aider has access to more equipment is necessary and that they know where this is. 	
k	Where local schools have been contacted and asked to participate in visits, talks or competitions.	<ul style="list-style-type: none"> Evidence should be provided that this has or will be occurring e.g. copies of press cuttings, letters etc. If there are no schools within a 3km radius this is not applicable. 	
l	Where the site has a static gate person; they are trained in first aid.	<ul style="list-style-type: none"> Check with the static gate man that he is trained, see his certificates and ensure they are current. 	
m	Where up to date information on site performance is posted in public view.	<ul style="list-style-type: none"> View on site. Check this is up to date and ask how regularly 	

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Ref	Compliance	Guidance	Tick
		this is changed.	
n	Where a video of the site progress is produced.	<ul style="list-style-type: none"> Check if this is being done. 	
o	Where you have a web page link to demonstrate your commitment to being a considerate neighbour throughout the construction project.	<ul style="list-style-type: none"> The link must highlight what the scheme includes and it aim. 	

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Section 8: Accountable

Mandatory

Ref	Compliance	Guidance	Tick
a	Where there are posters in a public space displaying your local scheme for considerate construction and the main bodies involved.	<ul style="list-style-type: none"> • Posters must identify the client, consultant, architect, and contractor. Posters must be well distributed over the site, as well as in the public eye. 	

Optional

Ref	Compliance	Guidance	Tick
b	Where there has been a recent safety visit and report.	<ul style="list-style-type: none"> • Check whether this has been carried out; see a copy of the report. 	
c	Where an inspection has been carried out by HSE.	<ul style="list-style-type: none"> • Only applicable if HSE have carried out an inspection, • Where there are recommendations, there is a commitment to implement them. 	
d	Where the company sign board is prominently displayed with telephone number / Web Site / Email address.	<ul style="list-style-type: none"> • View on site. 	
e	Where the site personnel and sub-contractors are familiarised with the local / national scheme at induction or other.	<ul style="list-style-type: none"> • Check if induction procedures cover this item and if not how operatives are aware that they are involved in the scheme. 	
f	Where the Client is aware of the Scheme.	<ul style="list-style-type: none"> • This can be demonstrated by a letter or endorsement etc. 	
g	Where frames and Perspex covers for posters advertising this Scheme are provided.	<ul style="list-style-type: none"> • View on site. 	
h	Where a suggestion box is provided for the general public.	<ul style="list-style-type: none"> • View on site. • This must be in a place accessible to the general public AND well advertised. 	
i	Where posters are illuminated at night.	<ul style="list-style-type: none"> • View on site. 	
j	Where you provide a 24 hour hotline and this is displayed to the public.	<ul style="list-style-type: none"> • View on site. • Check how this is manned and how phone calls, queries, complaints are dealt with. 	
k	Where your operatives/subcontractors are given points for infringement of your safety and considerate standards. Record these on a card held by the operative. X points and you're out.	<ul style="list-style-type: none"> • Check if this system is operating. • 'X' must be decided by the company, however the aim is to encourage operatives to work safely and considerately. • This point can also be awarded where there is an incentive scheme for exemplar behaviour. 	