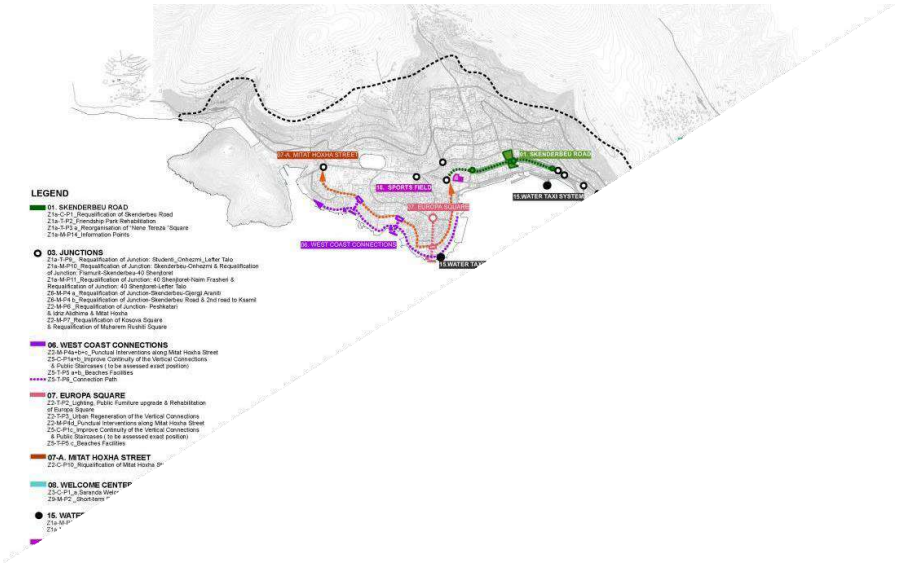
ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN (ESMP)



PROJECT: "REQUALIFICATION OF PROJECT GROUPS: P1- SKENDERBEUT STREET, P3- INTERSECTIONS, P7-EUROPA SQUARE AND P7A- MITAT HOXHA STREET"

LOCATION: ADMINISTRATIVE UNIT SARANDE, MUNICIPALITY OF SARANDA, VLORA DISTRICT.

INVESTOR: ALBANIAN DEVELOPMENT FUND

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Overview

1. INTRODUCTION

The state of the environment and its care are among the biggest problems and challenges of humanity today. Economic development, which is accompanied by a continuous increase in the number of operating companies, the demand for additional and contemporaryinfrastructure in accordance with the standards, as a result, also has an increased impact onthe environment, on human health and on the quality of life. This development cannot be sustainable if it does not foresee spaces for environmental protection. Depending on the activity, the impact of economic operators is expressed in all the components of the environment, such as air, water, noise, flora, fauna and soil.

Protecting the environment as a dynamic system that changes from time to time physically and biologically, not only the natural factors, but also the human activity related to them, must be analyzed. Plans, programs, projects and constructions when not managed in accordance with the laws and rules of nature, they can disturb the balance of the surrounding nature and can cause concern in the community of the surrounding area.

Urban planning as a complex, natural, engineering, climatic, biological, social and legislative activity of civilized human society, relies primarily on the geological environment and the ecosystems associated with it.

It has two aspects of activities:

- First, the changes that man makes to the geo-environment and ecosystems to adapt them to his life requirements, according to the philosophy "man changes nature" to improve his life.
- Second, the impacts of these changes on the environment itself as well as on people's lives.

In order to carry out urban planning and to assess the impacts on the geosystem, knowledge of the environment and the changes it undergoes over time are essential. This knowledge is derived from complex geological, geophysical, geochemical and hydrogeological surveys.

Economic operators who throughout their activity apply environmental standards are inclined and their main goal is to protect the environment at a high level, preserve and improve it, prevent and reduce risks to human life and health, ensure and improving the quality of life, for the benefit of todays and future generations, as well as ensuring the conditions for the sustainable development of the country.

To achieve this, plans, programs and projects, European and Albanian legislation have provided that specific environmental and social assessments must be carried out, their possible impacts, the measures that must be taken to minimize and mitigate the impacts, as well as the plans of management which must accompany these plans, programs or projects during all phases of their implementation, from design, implementation, operation to care after closure.

For this reason, the Albanian Development Fund (FSHZH) for the implementation phase of the project for "Integrated Urban and Tourist Development for Sarandë "Municipality of Sarandë"" has drawn up the Preliminary Environmental Impact Assessment Report (EIA), where part of which also includes the object "Requalification of the project groups: P1- Skenderbeu Street, P3- Intersections, P7- Europa Square and P7a- Mitat Hoxha Street".

In order to achieve the protection of the environment at a high level, it is necessary that all actors involved (FSHZH, Contractor, Municipality, Interest Groups, Community of the area, NGOs in the field of environment, state institutions that have legal responsibility, as well as all other actors involved) in the plan, program or project in implementation, must implement and be in harmony with the objectives and principles of environmental protection.

For the implementation of the objectives and principles of environmental protection, it is not enough to be only a good acquaintance of them, but you must implement them in every plan, program or project that has impacts on the environment, as well as being a very knowledgeable the good of the basic vertical and horizontal legislation that derives from the Albanian legislation for the protection of the environment.

Figure 1 List of environmental laws

The environmental legislation derived from the environmental protection law		
Law no. 10 431, dated 9.6.2011 "On Environmental Protection" as amended		
Law no. 91, dated 28.02.2013 "On Strategic Environmental Assessment"	Law no. 10 440, dated 7.7. 2011 "On environmental impact assessment" amended	Law no. 10 448, dated 14.7.2011 "On environmental permits" as amended
Law no. 162/2014 "On the Protection of Air Quality in the Environment"	Law no. 9115, dated 24.7.2003 "On environmental treatment of polluted waters"	Law No. 9244, dated 17.6.2004 "On the Protection of Agricultural Land" amended by law no. 131/2014
Law no. 9578, dated 20.7.2006 "For the Protection of Biodiversity" as amended	Climate Change Law	Pollutant Discharge and Transfer Register
Law No. 10 463, dated 22.9.2011 "On Integrated Waste Management" as amended	Law No. 27/2016 "For the Management of Chemicals"	Law no. 9774, dated 12.7.2007 "On the assessment and management of noise in the environment"
Law no. No. 9863, dated 28.1.2008 "On food"	Law no. 10 081, dated 23.2.2009 "On licenses, authorizations and permits in the Republic of Albania" as amended	
Law No. 10469, dated 13.10.2011 "On protection from non-ionizing radiation" amended		

In order to have the best possible management of environmental and social issues of plans, programs or projects, as well as to combine in one document only the objectives, principles and vertical-horizontal legislation derived from the Albanian legislation for the protection of the environment, there is a need to draft the Environmental and Social Management Plan document, which is necessarily applicable and accompanies the plan, program or project in all stages of its development.

2. ENVIRONMENTAL MANAGEMENT PLAN

The PMM for a Project component or a subproject will contain:

- Assessment of the environmental impacts foreseen in different phases, especially during construction, operation (including maintenance) and decommissioning, thetime periods during which the above phases will be carried out, their scale, purpose and consequence(s).
- Determining the acceptable level of each impact, especially in relation to the time period, extension in time, scale, consequence(s), cost(s), and legally permitted levels.
- The conditions and measures that must be taken to mitigate these impacts that may occur at any stage, who will be responsible for them, if the technical project needs to be improved, or through protective measures during construction, or other methods, the possible costs , implications for project outcomes, etc.
- Resources and methods required for monitoring, measuring and implementing them (what is to be measured, when and where, by whom and why); institutional responsibilities for each action; and the necessary requirements for capacity building, and the corresponding costs of each element.
- The PMM will contain two separate documents: a Mitigation Plan, dealing with the aspects described above, and a Monitoring Plan, dealing with the aspects described above. They are expected to be prepared at the time of the finalization of the technical project and must contain all the requirements specified in the Preliminary EIA Decision issued by AKM.
- The LGU or the proponents (if they are not the same) will be responsible for the preparation of the PMM. However, the project designer's Terms of Reference include the preparation of the PMM. Where the sub-project requires an EIA, the opinion of EIA specialists will be sought before the latter is finalized.

2. 1 SPECIFIC OBJECTIVES OF ESMP

The specific objectives of the Environmental and Social Management Plan include:

- Identification of possible environmental and social impacts that may be encountered during the development of the project.
- Suggesting appropriate measures to mitigate environmental and social impacts in the planning, design and implementation phases of the project, in order to reduce and/or eliminate the nature of the impacts (if there will be).

- Proposing an Environmental and Social Monitoring Program to ensure that mitigation measures are taken into consideration during the project implementation phase as well as timely corrective actions are taken when required.
- Proposing plans for the management of the environment and accidents/risks in the workplace
- Proposal in institutions, roles and future responsibilities of interested parties required for the implementation and monitoring of ESMP.
- To propose institutional arrangements, including the roles and responsibilities of stakeholders, required to implement and monitor the ESMP.
- Proposal of other plans required by the nature of the project itself.

2. 2 ROLES AND ENVIRONMENTAL RESPONSIBILITY

This section describes the organizational structure and responsibilities for implementing the PMM as shown in the following Tables.

Professional figures and delegation of responsibility:
Persons responsible for the implementation of managerial duties as decision-making figures in relation to the field and generally to environmental policies in the company:

Responsible person: Administrator
Contact person: Manager

Persons responsible for the implementation of tasks that are directly related to the implementation of the PMM:

Responsible person: Environmental responsibility for the company
Contact person: Site manager

2. 3 RESPONSIBLE FOR THE IMPLEMENTATION OF THE MANAGEMENT PLAN (MANAGERIAL TASKS)\

Table 1: Responsible team for the implementation of the ESMP

Responsible person (name)	Responsible
Administrator	Overall responsibility for the environmental performance of the project
Administrator	Decision makers for policies applicable to the project
Administrator	Overall responsibility for the implementation of the PMM during the operation phase
Accredited Laboratory	Environmental Reports of the Independent Environmental Monitoring Consultant
Administrator	Approves changes to the EMP, as necessary, as part of an environmental and social management approach to the project
Administrator	Responsible for working with interested parties in the development of a project with as little impact on the environment as possible
Manager	It develops a simple structure of who will deal with these

	problems in case of environmental emergencies
Administrator and Environmental Manager for the company	Who performs the Management, implementation, monitoring and compliance of the PMM
Administrator and Accredited Laboratory	Ensure effective communication and distribution of PMM content and requirements to contractors and subcontractors
Administrator and external consultant	Performance of all staff, contractors and subcontractors. Reviewing the performance of the PMM and implementing corrective actions, or stopping work procedures, in case of violations of the conditions of the PMM, which may lead to serious impacts on local communities, or affect the reputation
Administrator and external consultant	PMM and performance monitoring
The administrator and responsible for the environment for the company	Ensuring compliance in all social engagements of the project, including the implementation of social management and resettlement plans
Administrator and responsible	Preparation of environmental reports summarizing the company's activities

2. 4 RESPONSIBLE FOR THE IMPLEMENTATION OF THE MANAGEMENT PLAN

Table 2 Key tasks of the responsible persons

Environmental Issues	Measures to be taken	Responsible	When it is done
Management			
To fulfill legal obligations based on environmental legislation.	Creating the inventory of the relevant legislation.	Manager	Before implementing the project
	Provide ready access to all relevant acts, Regulations, Standards and Codes of Practice.	Manager	Before implementing the project
	Keep copies of licenses.	Manager	Before implementing the project
	To write the daily and weekly checklists, taking into consideration the inspection of dust, water discharge, waste generation, noise, equipment, machinery, routine actions to prevent emissions, spills, etc.	Manager (with the help of staff)	Before implementing the project
	Staff training in environmental responsibility issues, in the use	Responsible	Before implementing the

	of checklists (daily and weekly) and reporting in areas of interest to managers.	staff	project
	Development of a daily system to ensure that daily/weekly checks are completed.	Manager (with the help of staff)	During the implementation of the project
Water and Air Quality Management			
Control of discharges	It should be checked to adjust the size of the pipes so that there is no leakage.	Responsible staff	Every day
Minimizing toxic emissions	Looking for alternative products: with low toxic chemical emissions.	Technical director	During the implementation of the project
	Reduces emissions by isolating areas	Staff	During the implementation of the project
Minimizing unpleasant smells	Make sure that transitions from one pipeline system to another are made with zero loss.	Manager	During the implementation of the project
	Check and monitor tanks/tanks for leaks.	Staff	Every week
Rainwater management			
It is forbidden to discharge combustibles, chemicals, contaminated water into the rainwater and sewage system	Showering (sprinkling, bathing) water should be monitored for discharge quality	Manager	During the implementation of the project
	Develop a guide on how to act in cases of discharges.	Manager	During the implementation of the project
	Train the responsible staff how to act in case of emergency	Manager	During the implementation of the project
	Name all rainwater outlets (clean water)	Area supervisor	During the implementation of the project
Waste and hazardous materials			
Destruction of hazardous materials and waste safely. (They can be toxic if allowed to affect the environment).	Checks that all hazardous materials and waste. They are stored in a safe and covered area.	The technical director	During the implementation of the project
	Check that liquid hazardous waste is stored and labeled correctly.	The technical director	Every week
	Ensure that transporters are provided with information on	The technical director	During the implementation

	the nature of the hazardous waste.		of the project
	Make an inventory of used products.	The technical director	During the implementation of the project
	Appoint a recycler to collect waste pipes or pipe wraps that are no longer in use.	Manager	During the implementation of the project
	Make sure all containers are labeled, dated, and properly sealed and sealed.	Staff	During the implementation of the project
	Develop a response procedure for emergency discharges.	Manager	During the implementation of the project
	Providing training for employees.	The technical director	During the implementation of the project
	Post emergency procedural posters where the procedure can be clearly seen and understood by workers.	The technical director	During the implementation of the project
	At the time of maintenance of the piping system and tanks, appoint a recycler to help you with the disposal of paints and other hazardous materials	The technical director	When it is necessary
Deposit management			
Minimize the risk of fuel leaks by managing subsurface contamination.	Checks on all above-ground deposits of the entity and reports suspected leaks immediately.	Area supervisor	Every day
	Check if water has entered or there is residue in the deposit tank.	Area supervisor	Once a week
Resource Efficiency			
Reduce resource usage	Set quantitative targets for reducing and saving resource efficiency (eg raw materials, energy, water).	Manager	During the implementation of the project
	Clean the filters of the office cellars on site to reduce energy consumption.	Staff	Every day
	Turn off lights and appliances when not in use.	Staff	Every day
Noise			

The noises should not disturb the neighbors.	Maintain all equipment such as generators, chillers, etc. so you work efficiently.	Staff	Every day
	Check if operating (generator) noises can be heard outside your premises and trace the source of the noise.	Staff	Every month
Solid waste produced by the company's activity			
Prevent excess waste	Conduct a waste management audit to determine the amount of waste produced by the company.	Technical director	Every year
	Review waste control results and calculate how waste can be eliminated, minimized, separated, reused or recycled.	Technical director	Every month
	Set quantitative targets for reducing waste generation (in volume, weight or cost).	Technical director	Every month

2. 5 TERMS OF REFERENCE AND TASKS INVOLVED IN THE DEVELOPMENT OF ESMP

The necessary tasks that will be part of this ESMP are summarized as follows:

Task 1: Collection and review of existing studies and information related to the project.

Task 2: Summarizing and evaluating current data.

Task 3: Assessment of potential environmental impacts.

Task 4: Assessment of potential social impacts.

Task 5: Compatibility with other incentive policies.

Task 6: Conducting consultations with key stakeholders and public consultations.

Task 7: Preparation of 'site-specific' ESMP.

Task 8: Prepare the Displacement Action Plan.

3. LEGAL FRAMEWORK AND POLICY REVIEW

3. 1 NATIONAL LEGAL FRAMEWORK

Law no. 128/2020 for some changes and additions to law no. 10 440 dated 07.07.2011 "On Environmental Impact Assessment" amended

This law aims to ensure:

a) A high level of environmental protection, through the prevention, minimization and compensation of damage to the environment, from proposed projects before their approval for development;
b) Guaranteeing an open decision-making process, during the identification, description and assessment of negative impacts on the environment, in the right way and time, as well as the involvement of all interested parties in it.

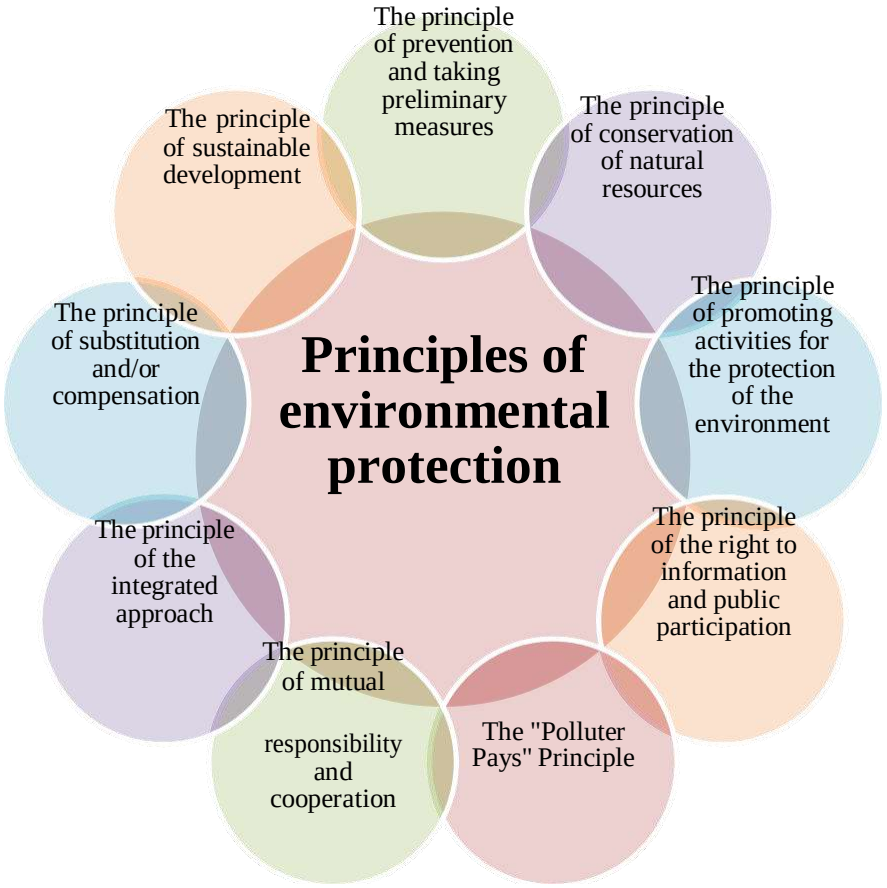
Law no. 10431 dated 10.03.2011 "On Environmental Protection" as amended. This law aims to protect the environment at a high level, preserve and improve it, prevent and reduce risks to human life and health, ensure and improve the quality of life, for the benefit of present and future generations, as well as ensuring the conditions for sustainable development of the country.

Based on this law, its article 3, we cite the objectives of environmental protection:

Table 3 Main objective for environmental protection

The objectives of environmental protection are:
a) prevention, control and reduction of water, air, soil and other pollution of any kind;
b) preservation, protection and improvement of nature and biodiversity;
c) preservation, protection and improvement of environmental sustainability with public participation;
ç) prudent and rational use of nature and its resources;
d) preservation and rehabilitation of the cultural and aesthetic values of the natural landscape;
dh) protection and improvement of environmental conditions;
e) protecting and improving the quality of life and human health

The principles supported in Chapter II of Law no. 10431, dated 09.06.2011 "On the protection of the environment":



Graph 1 Principles of environmental protection

- Sustainable development" which is development that meets the needs of the present and the future without restricting or affecting the opportunities and capacities for futuregenerations to meet their needs.
- "Sustainable use" of natural and mineral resources which ensures the satisfaction of today's needs, without affecting the needs of future generations for these resources.
- "The best possible techniques" represent the most advanced and high-level stage of environmental protection, the development of an activity and are fully applicable from a practical and economic point of view.
- "Principle of prevention" is the selection and adoption of the best variant, from the initial stage of decision-making, to avoid harmful impacts of an activity on the environment.
- "Principle of rehabilitation" is the necessity to repair the environmental damage caused by the physical and legal persons themselves and to renew and rehabilitate the damaged environment.
- The "Polluter Pays Principle" means the cost that the polluter pays for improving a polluted environment and returning it to an acceptable state. This is reflected in the costof production, consumption of goods and services that cause pollution.

Environmental legislation is designed to protect and prevent specific and important components of the environment. Thus, among the most specific we mention:

Table 4 Legal framework for environment

Legal basis	
Law No. 10 431 dated 9.6.2011	For the protection of the Environment, amended
Law No. 10440, dated 07.07.2011	For environmental impact assessment as amended by law no. 128/2020
Law No. 10448, dated 14.07.2011	For environmental permits, amended by law no. 52/2020
Law No. 9362, dated 24.03.2005	For serv plant protection
Law No. 162/2014	For the protection of air quality in the environment
Law No. 41/2020	For some changes and additions to law no. 9587, dated 20.7.2006, "on the protection of biodiversity", as amended
Law No. 57/2020	For forests
Law No. 81/2017	For protected areas
Law No. 9115, dated 24.7.2003	For the environmental treatment of polluted waters
Law No. 10081, dated 23.02.2009	Licenses, authorizations and permits in the Republic of Albania to be amended
Law No. 7875, dated 23.11.1994	For the protection of wild fauna and hunting" Amended by: Law No. 9219 dated 08.04.2004
Law No. 9385, dated 04.05.2005	For forests and forest service", Amended by: Law No. 9791 dated 23.07.2007
Law no. 8770, date. 19.04.2001	For the up-to-date security and physical security service
Law No. 9774, dated 12.07.2007	For environmental noise management
Law no. 152/2015, dated 21.12.2015	"For fire and explosion protection service"
Law no. 111/2012	"For the integrated management of water resources"
Law No. 8756, dated 26.03.2001	For civil emergencies
Law No. 7643, 09.12.1999	For the State Sanitary Inspectorate Amended
Law No. 124/2015	For energy efficiency
Law No. 10 463, dated 22.9.2011	For the integrated management of the changed waste
In the Parliament of the Republic of Albania, several laws have been approved within the framework of the inclusion of our country in various Protocols and Agreements. Among them we mention:	
Law No. 9672, dated 26.10.2000	For the ratification of the Aarhus Convention "On the right of the public to have information and involvement in decision-making, as well as to address the court on environmental issues".
Law No. 9334, dated 16.12.2004	For the accession of the Republic of Albania to the Kyoto Protocol in the convention on amendments
Decisions of the Council of Ministers	
V.K.M No. 395, dated 21.6.2006	"For the approval of the strategy and action plan for the development of tourism, cultural and environmental

VKM No. 123, dated 17.2.2011	For the approval of the national action plan for environmental noise management.
VKM No. 587, dated 7.07.2010	For monitoring and controlling the level of noise in urban and tourist centers.
VKM No. 676, dated 20.12.2002	For the declaration of protected natural monument areas
VKM No. 804, dated 4.11.2003	For the approval of the list of species of Albanian flora that are put under protection.
VKM No. 177, dated 31.3.2005	For the permitted rates of liquid discharges and zoning criteria of receiving water environments.
VKM No. 435, dated 12.09.2002	For the approval of air emission rates in the Republic of Albania.
VKM No. 803, dated 4.12.2003	For air quality standards.
VKM No. 247, dated 30.04.2014	For determining the rules, requirements and procedures for informing and involving the public in environmental decision-making
VKM No. 452, dated 11.7.2012	For Waste Landfills
VKM No. 389, dated 27.6.2018	For some changes and additions to Decision No. 452, dated 11.7.2012 of the Council of Ministers "On Waste Landfills"
VKM No. 575, dated 24.6.2015	For the approval of inert waste management requirements
Decision No. 402, dated 30.6.2021	For the approval of the waste catalog
Decision No. 798, dated 29.09.2010	For the approval of the regulation "On the administration of hospital waste"
VKM No. 114, dated 27.01.2009	For taking emergency measures, for improving the security situation and activities in the installations, which serve for the storage, transportation and trading of oil, gas and their by-products.
VKM No. 686, dated 29.7.2015	For the approval of the rules, responsibilities and deadlines for the development of the environmental impact assessment procedure (EIA) and the procedure for transferring the decision of the amended environmental statement
Instruction	
Instruction No. 1037/1, dated 12.04.2011	For environmental noise assessment and management
Instruction No. 8, dated 27.11.2007	For noise limit levels in certain environments
Instruction No. 6527, dated 24.12.2004	On the permissible values of air pollutant elements in the environment from gas and noise emissions caused by road vehicles and their control methods.
Order of the CM No. 153, dated 25.11.2019	For taking measures and regulating the legal provisions for the application of services only online from 1.1.2020

International Legal Framework

Albania is a country which is already a signatory to many environmental conventions and agreements and this has helped to promote the drafting of national environmental laws in accordance with international practices. This report should be adapted to the laws and legal acts at the local and national level and the following summarizes the main stages of the development of the European policy in the field of environment.

- Kyiv Protocol: For strategic environmental assessment. Ratified in 2005
- Carthage Protocol: For biosecurity. Made in 2005
- Stockholm Convention: On Persistent Organic Pollutants. Law no. 9263, dated 29.07.2004
- Carthage Protocol: For biological safety. Ratified in 2004.
- Law no. 9279, dated 23.09.2004 For the accession of the Republic of Albania to the Cartagena Protocol on Biosafety of the Convention "On Biological Diversity"
- Washington Convention: On International Trade in Endangered Species of Wild Flora and Fauna. Law no. 9021, dated 06.03.2003

World Bank Safeguard policies

Operational Policy	Triggers	Status
Environmental Assessment (OP 4.01)	If a project is likely to have potential (adverse) environmental risks and impacts in its area of influence.	Yes
Forests (OP 4.36)	Forest sector activities and other Bank sponsored interventions which have potential to impact significantly upon forested areas.	No
Involuntary Resettlement (OP 4.12)	Physical relocation and land loss resulting in: (i) relocation or loss of shelter; (ii) loss of assets or access to assets; (iii) loss of income sources or means of livelihood, whether or not the affected people must move to another location.	YES
Indigenous Peoples (OP 4.10)	If there are indigenous peoples in the project area, and potential adverse impacts on indigenous peoples are anticipated, and indigenous peoples are among the intended beneficiaries.	No
Pest Management (OP 4.09)	If procurement of pesticides is envisaged; If the project may affect pest management in the way that harm could be done, even though the project is not envisaged to procure pesticides. This includes projects that may (i) lead to substantially increased pesticide use and subsequent increase in health and environmental risk, (ii) maintain or expand present pest management practices that are unsustainable, not based on an IPM approach, and/or pose significant health or environmental risks.	No
Physical Cultural Resources (OP 4.11)	The policy is triggered by projects which, prima facie, entail the risk of damaging cultural property (e.g. any project that includes large scale excavations, movement of earth, surface environmental changes or demolition).	YES

Natural Habitats (OP 4.04)	The policy is triggered by any project with the potential to cause significant conversion (loss) or degradation of natural habitats whether directly (through construction) or indirectly (through human activities induced by the project).	No
Projects on International Waterways (OP 7.50)	If the project is on international waterway such as: any river, canal, lake, or similar body of water that forms a boundary between, or any river or body of surface water that flows through, two or more states (or any tributary or other body of surface water that is a component of this waterway); any bay, gulf, strait, or channel bounded by two or more states or, if within one state, recognized as a necessary channel of communication between the open sea and other states-and any river flowing into such waters.	No

European Legal Framework

The EIA report for the project in question takes into consideration and tries to align part of it with the EU legislation on environmental problems and not only. The main directives:

- EC Directive 1999/30/CE April 22, for limit values for sulfur dioxide, nitrogen dioxide and nitrogen oxide, PM and lead.
- Directive 2000/60/CE of the Parliament and of the Council of Europe, Legal framework for community actions in the field of water policy.
- EC Directive 42/2001 (of the Council of Europe), on EIA and EIA.
- Directive 2008/50, CE, of the Parliament and of the Council of Europe (May 21, 2008) "On air quality in the environment, for cleaner air for Europe".
- Council Directive 75/442/CEE of July 14, 1975, on Waste.
- Council Directive 91/689/CEE of December 12, 1991, on Hazardous Waste.

- Directive 2001/42/CE of the Council and the European Parliament of June 27, 2001, on the assessment of the consequences of certain Plans and Programs on the Environment.
- Council Directive 85/337/CEE of June 27, 1985, on the Assessment of the Effects of Certain Public and Private Projects on the Environment.
- Council Directive 96/62/EC On the assessment and management of air quality in the environment.
- Directive 1999/30/CE, Regarding limit values for NO2, NOx, SO2, particulate matter and Pb in the air.
- Directive of the European Commission CEE/CEEA/CE 78/659 on the quality of fresh water
- Directive 99/61/CE on landfills.
- Directive 91/689/CE on Hazardous Waste.

4. IDENTIFICATION OF NEGATIVE IMPACTS ON THE ENVIRONMENT

Referring to chapter 5 of the Preliminary Environmental Impact Assessment Report, part of which is also the object "REQUALIFICATION OF PROJECT GROUPS: P1- SKENDERBEUT STREET, P3- INTERSECTIONS, P7- EUROPE SQUARE AND P7A- ROAD MITAT HOXHA"

drawn up by the ADF and its group of experts, in support of the applied methods, the factors and criteria on which they are based, the potential environmental and social impacts, as well as the degree of impact for each of the obtained indicators, have been identified. in analysis, summarized as below:

Table 5 Environmental and Social Impacts

No	Impact	Impact description
1	Discharges to surface waters (including the sea)	The projects that will be implemented due to the geographical position of the municipality of Saranda, lie on the southern slope of the mountain, which has a significant slope, and therefore the surface waters tend to be oriented towards the marine surface water environment. During the development/construction phase of the project "REQUALIFICATION OF PROJECT GROUPS: P1- SKENDERBEUT ROAD, P3- INTERSECTIONS, P7- EUROPA SQUARE AND P7A- MITAT HOXHA ROAD", we have small impacts on water quality superficial, since the waters that will be generated from washing tools and equipment are turbid and increase the turbidity of the waters of marine and coastal environments. Another important impact during the implementation of project groups can be caused if during the implementation works, we have atmospheric conditions with high rainfall intensity, where as a result, in addition to the increase in surface water turbidity, we can also have an increase in sediments (suspended substances) for due to the washout of road infrastructure by rainfall and frequent vertical connections (stairs). The flow of tubulidite and suspended matter would have a negative impact on the receiving surface water environment (marine and aquatic) since near the project areas we have seagrass beds, which are sensitive to increased water turbidity. The seagrass beds "Possidonia oceanica" are estimated to be located about 150-200 m away from the coastline and over 300-800 m from the project groups. Disciplining the works during the implementation of the projects, managing the surface water generated and carrying out the works during theseason with dry weather and no atmospheric precipitation, would significantly reduce the possible impacts on surface water environments, avoiding in this way the increase in turbidity and pending cases. In the area where the works of the project "REQUALIFICATION OF THE GROUPS PROJECT: P1- SKENDERBEUT STREET, P3- INTERSECTIONS, , P7- EUROPA SQUARE AND P7A- MITAT HOXHA STREET" will be carried out, no hazardous materials will be stored and therefore there will be no surface water pollution. It also remains to be evaluated the fact that the period of works during which surface waters are affected (such as: mobilization, square cleaning, demolition works and soil works) for the implementation of the project groups will be relatively short (from 1 month to 3 month) and in this way the possibilityof pollution from these waters is significantly reduced. Special care must also be shown during the phase of works for the installation of horizontal road signs (drawings with ink) by carrying out these works in dry and clear weather, avoiding in this way the washing of the ink from the water.
2	Ground water	From the implementation of the project groups, it is not expected to have groundwater pollution. The waters that are discharged outside the infrastructural segments in the construction are the waters created by the activities of cleaning the place with water, washing vehicles, cleaning tires and the waters that come from atmospheric precipitation, which

		due to the geological formation and the slope of the terrain do not penetrate into the ground water. In the territory of the project groups, there will be no deposits of dangerous materials, and therefore the possibility of contamination of groundwater from infiltrations does not exist. The possible impact of underground water can result from the bad management of solid waste generated by the demolition and construction of road segments, if they are stored or stored for a long time in the territory of the implementation of the project, then as a result of being washed away by rainfall. atmospheric we may have penetration and infiltration into the underground waters contaminating them, but such a possibility is unlikely to happen since the waste from the demolitions/constructions will be removed from the place of generation at the end of each working day for the purpose of treatment, processing or their further destruction by a licensed operator.
3	Air emissions	Air pollution comes as a result of the spread of dust, which is generated by materials and works for cleaning the square, demolition works and earthworks that are affected by the group of projects, as well as by the processes of organizing the territory of the projects. Also, the release of combustion gases, which come from work tools and machines in the project area, and in cases where there is no electricity and there is a need to use the generator. It should be emphasized that the daily urban activity of vehicles generates more pollution than the use of vehicles in construction sites. The very typology of the project "REQUALIFICATION OF PROJECT GROUPS: P1- SKENDERBEUT STREET, P3- INTERSECTIONS, , P7- EUROPA SQUARE AND P7A- MITAT HOXHA STREET" makes you understand that we will have dust particle generation and release of gases, although in a very small amount. The most significant impact on air emissions will be during the cleaning, demolition and excavation phase, for which water sprinklers will be used to capture and minimize PM2.5 and PM10 particles in the air. The works contractor must avoid keeping the vehicles and machines on when there are no works on the road segments of the project groups, also special care must be shown during days with strong wind.
4	Impacts on land	The impacts on the land will be minimal, referring to the track of the proposed projects for the requalification of the road infrastructure in the municipality of Sarande, they lie entirely on the existing track, not affecting other neighboring territories or the opening of new roads. Also, dangerous substances that can contaminate the soil will not be stored and used. At the end of the implementation of the project groups, the investor through subcontractors has foreseen a special volume of works for the systematization and rehabilitation of the territory affected by the development of the project, expected to be implemented in the last weeks of the project, according to the schedule of works.
5	Noises and vibrations	The highest possible impacts from the implementation of project groups, considering their wide extent in the main road segments of Sarande municipality, will be the impacts from noise and vibrations, which will be present during allphases of construction, with higher intensity during the stages of cleaning, demolition and earthworks. Noises and

		vibrations come mainly from the use of construction tools and machinery, as well as from the site workers themselves.. For this reason, the main condition for the works contractor should be the use of equipment, tools and machines which are calibrated according to EU standards regarding the noise caused in the environment. In cases where the noise level exceeds the noise limits and constitutes a risk for the employees and residents of the area, then protective measures will be used, in this case headphones for the employees, and the work schedule will be reduced during the day and late hours. at night. In addition to noises, vibrations are another important indicator that significantly affects the quality of life of the residents who live or exercise their economic activity along the segments of the project groups' works. The city of Saranda has a high tourist activity during the summer season, where the number of tourists and residents is very high, for this reason the works for the implementation of the project groups must be carried out after the end of the tourist season, significantly reducing it in this way the social and economic impact that can be caused by noise and vibrations. For each of the project groups, the road segments where the works will be carried out must be used, thus avoiding the transfer of pollution to other road segments of the municipality of Sarande.
6	Impacts on biodiversity, flora and fauna	During the implementation phase of the project groups, we will have no impact on the area's biodiversity, as they are implemented on existing road tracks. The interventions are calculated and designed in such a way that the impacts are minimal. The existing decorative vegetation will be replaced with new vegetation, which is resistant to the climate of the city of Saranda and increasing the coefficient of open spaces. All the trees that will be removed due to the project groups will be transferred to other places approved by the municipality of Sarande, so there will be no cutting of the area's vegetation, but their transfer to another approved area and replacement their plants according to the projects approved by the investor. The area within the city of Saranda is poor with fauna, where we do not have the presence of protected species, during the works the possible impacts that can be caused to the fauna of the area come from noises and for this reason they can move to quieter areas within the neighborhoods others in the city of Saranda. The project groups do not plan to intervene in the water areas (coastal and marine) for this reason we have no impact on the aquatic flora and fauna of the area. A special item of work for each of the project groups is that of work for external systems such as: greening, planting trees, planting grass and urban furniture, which will positively affect the improvement of the flora of the area and will attract more species of fauna that populate this flora.
7	Waste produced	Urban solid waste (demolition/construction waste) that will be generated by the works for cleaning, systematization, demolition, excavation of project groups will be solid waste such as: packaging waste, mixed urban waste from

		employees, wood waste, inert waste from the demolition and construction of the project "REQUALIFICATION OF PROJECT GROUPS: P1- SKENDERBEUT STREET, P3- INTERSECTIONS, , P7- EUROPA SQUARE AND P7A- MITAT HOXHA STREET". Regarding the inert waste from demolitions and constructions that will be generated during the stages of cleaning, demolition works and earthworks, they will be managed in cooperation with a licensed operator equipped with a category III.2.B "Collection" license. and transportation of waste from demolitions and constructions", referred to Law No. 10081, dated 23.02.2009 "On licenses, authorizations and permits in the Republic of Albania" as amended, Law No. 10 463, dated 22.9.2011 "On integrated waste management" as amended and VKM No. 575, dated 24.6.2015"On the approval of requirements for the management of inert waste" This waste will be managed in cooperation with the Municipality of Sarande and with a licensed operator with a license of subcategory III.2.B, as well as the documents for the transfer of non-hazardous waste will be completed, based on Decision No. 229, dated 23.04.2014 "For the Approval of the rules for the transfer of non-hazardous waste and the information that must be included in the transfer document" as amended. In implementation of the National Sectoral Plan for Solid Waste Management (Approved by KKT Decision No. 1, dated 13.01.2020) a part of the soil waste that will be generated during the construction phase and external systems for the development of the project " REQUALIFICATION OF PROJECT GROUPS: P1- SKENDERBEUT STREET, P3- INTERSECTIONS, , P7- EUROPA SQUARE AND P7A- MITAT HOXHA STREET", can be used for the rehabilitation of the surfaces of the project groups. The waste generated by demolition and construction will be collected by the contractor in the designated place within the area where each of the projects is developed with the purpose of their temporary storage and storage, until the moment of transfer to the licensed operators for the further treatment/disposal of the waste. . The temporary storage and storage of waste will be done for a period of 1-3 days until the moment of completion of the amount requested for transfer, influenced by the phases of the works. The works contractor will carry out waste differentiation at the source with the aim of reducing the amount required for treatment/disposal, recovery of recyclable waste (eg metals, wood, etc.) and recovery of reusable waste for filling works (eg: soils, gravel, etc.). As for solid urban waste (mixed urban waste) generated by workers at construction sites, they will be collected in special containers and at the end of each working day they will be unloaded in the common urban waste containers of the municipality. Saranda. The project groups foresee for each of the projects the placement of urban waste containers, which during operation will serve the municipality of Sarande in improving the urban waste management infrastructure.
8	Impacts on cultural heritage	The implementation of project groups is not expected to have any impact on the cultural heritage of the area. The projects are located along the existing tracks of the road infrastructure. If during the implementation of the group

		project elements of cultural heritage will come to light, the contractor in cooperation with the investor will notify the municipality of Sarandë, the Regional Directorate of Cultural Heritage Sarandë and the National Institute of Cultural Heritage for the evaluation of the findings found in the project trail and determining further measures.
9	Impacts on health and safety at work	The impact on occupational health and safety should be minimal when matched with mitigation measures. Incidents are expected only in cases where the employee does not respect the rules and procedures, for example during systematization, excavation, demolition, infrastructure placement, etc. Therefore, it is necessary to use protective equipment such as face masks, work gloves, goggles and other protective clothing and equipment in accordance with national legislation and best practices. The contractor shall ensure that it has sufficient quantities of personal protective equipment. Special attention should be paid to the safety of pedestrians during the implementation of the works and the tourist season should be avoided for the works.

	Activity/ Impact	Direction	Duration	Magnitude	Laying down	Importance
A	**Square Cleaning and Demolition Works**					
1	Dust emissions	Negative	Short Term	Medium	Local	Large
2	Generation of inert waste	Negative	Short Term	Medium	Local	Large
3	Noise, vibrations	Negative	Short Term	Medium	Local	Large
4	Sorting of traffic by vehicle traffic	Negative	Short Term	Medium	Local	Large
5	The social impact	Negative	Short Term	Medium	Local	Large
B	**Earthworks, Excavation-Filling of the earth**					
1	Dust emissions during loading, transportation of materials	Negative	Short Term	Small	Local	Small
2	Gas emissions of material transport vehicles;	Negative	Short Term	Small	Local	Small
3	Sorting of traffic by vehicle traffic	Negative	Short Term	Small	Local	Medium
C	**Framework and Constructive Works; Electrical works and Plumbing works**					
1	Noise, vibrations	Negative	Short Term	Medium	Local	Medium
2	dust	Negative	Short Term	Small	Local	Small
3	Gas emissions of machines operating in the facility	Negative	Short Term	Small	Local	Small
4	Visual appearance	Negative	Short Term	Small	Local	Small
5	Generation of soils from excavations	Negative	Short Term	Small	Local	Medium
6	Generation of urban waste from the human activity of the company	Negative	Short Term	Small	Local	Small
7	Generation of inert waste from construction (construction waste)	Negative	Short Term	Small	Local	Small
8	Wastewater generation from the company's human activity	Negative	Short Term	Small	Local	Small
9	Soil pollution as a result of mechanical breakdowns in the project area	Negative	Short Term	Small	Local	Small
10	Impact on existing vegetation during the construction phase	Negative	Short Term	Small	Local	Small
11	Creation of jobs	Positive	Short Term	Small	Local	Medium

12	Development of the urban area	Positive	Long Term	High	Wide	High
13	Visual view of the area after road construction	Positive	Long Term	Medium	Local	Small

5. PROPOSED MEASURES FOR ENVIRONMENTAL PROTECTION

The evaluation of the impact on the environment should influence the provision of solutions to avoid pollution and protect the environment. Environmental protection constitutes in itself a series of mitigating, preventive measures.

For each of the possible impacts on the environment, identified social impacts and mitigation measures proposed in the Preliminary Environmental Impact Assessment Report by the ADF and its group of experts, the ESMP document also provides other detailed mitigation measures that will be undertaken, separated as below:

A. Mitigation measures before construction – Environmental and Social Aspects
B. Mitigation measures during construction - Social Aspects
C. Mitigation measures during construction - Environmental Aspects

The purpose of the ESMP is to identify measures and actions in accordance with themitigation hierarchy that reduce potentially adverse environmental and social impacts to acceptable levels. The plan will include compensatory measures, if applicable. Specifically, ESMP:

1. Identifies and summarizes all expected negative environmental and social impacts (including those involving indigenous people or involuntary displacement);
2. Describes in technical detail each mitigation measure, including the type of impact to which it refers and the conditions under which it is required, together with design, equipment descriptions and operating procedures, as appropriate.
3. Assesses any possible environmental and social impact of these measures.
4. Considers and is consistent with other mitigation plans required for the project.

The ESMP identifies the monitoring objectives and specifies the type of monitoring, in relation to the impacts assessed in the environmental and social assessment and the mitigationmeasures described in the ESMP.

Specifically, the ESMP monitoring section provides:

a) a specific description, technical details, monitoring measures, including parameters to be measured, methods to be used, sampling sites, frequency of measurements, detection limits (where appropriate) and definition of thresholds to be signal the need for corrective action; AND
b) monitoring and reporting procedures,
    i) ensure the early detection of conditions that require special mitigating measures, and
    ii) providing information on mitigation progress and results.

Table 6 Mitigation measures before construction

No	Subject/Indicator	Possible impact	Mitigating measures	Liability	Plan	Cost
Pre-construction phase						
1	Air quality monitoring	• Air pollution from industrial activities in the vicinity • Air pollution from poorroad infrastructure • Air pollution from vehicle traffic	• Discussion and signing of an agreement between the contractor and the subcontractor for air quality monitoring in the environment of the area where the group ofprojects will be developed	• ADF • Municipality • NEA	The agreement must be signed before construction	Provided in the draft budget
2	Water quality monitoring	• Pollution of surface water environments by human factors • Pollution of surface water environments from industrial activities in the vicinity	• Negotiations and signing of an agreement between the contractor and the subcontractor for monitoring the quality of the surface water environment	• ADF • Municipality • NEA	The agreement must be signed before construction	Provided in the draft budget
3	Noise quality monitoring	• Acoustic pollution from industrial activities in the vicinity • Acoustic pollution from human factors • Acoustic pollution from vehicle traffic	• Negotiations and the signing of an agreement between the contractorand the subcontractor for the monitoring of noise emissions in the environment of the area where the group ofprojects will be developed	• ADF • Municipality • NEA	The agreement must be signed before construction	Provided in the draft budget
4	Management of waste from	• Increasing the amount of solid waste from demolitions/constructions	• Negotiations and signing of an agreement between the contractor and the	• ADF • Municipality	The agreement must be	Provided in the draft

	demolitions/explosions	• The possibility of creating informal storage places • Soil pollution • Air pollution • Pollution of surface and underground waters	subcontractor for the design of the waste management plan from the demolitions/constructions	• NEA	signed before construction	budget
5	Risk Assessment	• Possible risk from the existing road infrastructure • Possible danger from the existing electrical network (Low Voltage, Medium Voltage, High Voltage) • Possible danger from the atmospheric conditions of the area • Possible risk from proximity to residential areas • Possible danger from the use of equipment/machinery • Possible risk from Pandemic, earthquakes, fires, etc • Possible risk from external factors (world war, increase in material prices, breakdown of international relations, terrorism, etc.) • Possible risk from internal factors (civil war, protests,	• Negotiations and signing of an agreement between the contractor and the subcontractor for the drafting of risk assessment document	• Contractor • Municipality	The agreement must be signed before construction	Provided in the draft budget

		breach of contract, terrorism, etc.) • Possible risk from the level of education of the employees • Possible risk from environmental pollution				
9	Demolition plan of existing buildings	• Generation of solid waste from the demolition of the existing infrastructure • Increasing the amount of waste and creating informal landfills Environmental pollution	Negotiations and signing of an agreement between the contractor and the subcontractor for the design of the demolition plan for the existing infrastructure	• ADF • Municipality • Contractor State police	The agreement must be signed before construction	Provided in the draft budget

Table 7 Mitigation measures during construction - social aspects

No	Subject/Indicator	Possible impact	Mitigation measures	Responsibility	Plan	Cost
Construction phase **Social aspects**						
1	Contractor's camp	• Temporary loss of land and impacts of poor physical and social management of camp and labor force	• Use of marginal state land wherever possible; • The construction contractoris required to appoint a part-time Community; • Relations Officer andcreation of an official Social Responsibility system • The complete restoration of the area is required after the completion of the construction; • The permanent use of the contractor's facilities in the future is considered;	• Contractor	Construction of the camp before the start of the works	Provided in the draft budget
2	Traffic Management Plan	• Increased traffic in the areaand its congestion	Drafting the traffic management plan and its publishing on the ADF website and the Municipality of Saranda's website.	• Contractor • Municipality of Saranda • State police	The agreement must be signed before construction	Provided in the draft budget

No	Subject/Indicator	Possible impact	Mitigation measures	Responsibility	Plan	Cost
3	Access and traffic	• Unsafe access roads and traffic hazards from construction; • Poor quality of access roads;	• Repair and improvement of existing access roads • Comprehensive implementation of traffic management plan during construction is required; • Equipment with temporary and mobile signaling boards • Determining the route and time of circulation of machinery and means of transport of waste from demolitions/constructions and materials, in such a way as to avoid residential areas or other human receptors as much as possible. • Prepare an **Emergency and Preparedness Response Plan** in case of accidents, traffic solutions for health and safety related emergencies for the community in case of emergency • Prepare a comprehensive **Plan for Pedestrian Access** to workplaces and their homes;	• Contractor	During construction	Provided in the draft budget

No	Subject/Indicator	Possible impact	Mitigation measures	Responsibility	Plan	Cost
4	Occupational Health and Safety for employees	• Potential health and safety risks	• Maintaining strict health and safety rules in accordance with Albanian law and the WB Health and Safety Guidelines; • Weekly trainings to be provided for work teams • Provide regular information /signals at danger sites in the area regarding mitigation of security and warning measures; • Continuous capacity building to emphasize the need for a safe working environment, good supervision; • Careful planning and scheduling of work activities during the construction phase; • Establish a strict policy for all workers to wear PPE (personal protective equipment), safety equipment; • Surround all work areas and prevent unauthorized persons from entering the work area; • Keep the first aid kit easily accessible at all times; • Provide workers with instructions on safety at work and with protective	• Contractor	During construction	Provided in the draft-budget

No	Subject/Indicator	Possible impact	Mitigation measures	Responsibility	Plan	Cost
			equipment (glasses, masks, helmets, boots, etc.); traffic assurance; • Emergency medical equipment to be present at the construction site • All employees must be insured • Undertake proper collection, transportation, treatment and disposal of waste water and urban solid waste; • Signing Worker's Code of Conduct for all workers (even those of sub-contractors			
5	Health and Safety at Work	• Possible risks for health and safety at work	• Staff training on health and safety at work • Involvement of communities • Correct design and safety procedures • Implementation of environmental standards • Implementation of technical conditions • Integrated waste management	• Contractor	Before commencement of construction	Provided in the draft budget
6	Cultural heritage	• Loss of cultural heritage	• Creation of Chance Find Procedure • The contractor must have an archaeological report prepared by a licensed expert; The contractor must have presented the archaeologist	• Contractor	Prior construction	Provided in the draft budget

No	Subject/Indicator	Possible impact	Mitigation measures	Responsibility	Plan	Cost
			during excavation and rehabilitation works;			
7	Community Health and Safety	• Road accidents caused by construction traffic	• Implementation and maintenance of effective speed control measures; • Providing management induction for managers; • Daily checklists to be completed (vehicle status); • Periodic maintenance, control and validation of machines and tools • Use alternative routes to minimize the traffic load • The use of contemporary machines/tools with as few emissions of harmful gases • into the air as possible	• Contractor	During construction	Provided in the draft-budget
8	Health – (noise)	•	• Potential noise disturbance from construction works; • Correct design and safety procedures; The circulation of vehicles that must be carried out based on a program that respects public holiday schedules, not too early inthe morning and not too late in the evening; • Do not use vehicle horns in residential areas • To respect rest days, official holidays, religious holidays and local holidays if any	• Contractor	During construction	Provided in the draft-budget

No	Subject/Indicator	Possible impact	Mitigation measures	Responsibility	Plan	Cost
			• Employees, managers of equipment, machines, managers of works to communicate with contemporary electronic means of communication • (mobile phone, radio, etc.)			
9	GBVH	• Gender-based violence, including sexual harassment, and exploitation.	• Commitment / create policy to comply with Good international industry practice • Educate workers on reporting and preventing GBVH within their working units	• ADF • Contractor	Before construction	Provided in the draft budget
10	Noise/Vibration	• Noise and vibration disturbance from construction works.	• Limit construction activities to daylight hours; • Fit covers for all powered mechanical equipment, generators, compressors, etc.; • Keep the public informed of on-site activities that may cause concern; • Headphones will beprovided to all employees during work; • The circulation of vehicles that must be carried out based on a program that respects public holiday schedules not too early in the morning and not too late in the evening; • Do not use vehicle horns in residential areas	• Contractor	During construction	Provided in the draft-budget

No	Subject/Indicator	Possible impact	Mitigation measures	Responsibility	Plan	Cost
			• To respect rest days, official holidays, religious holidays and local holidays if any • Employees, managers of equipment, machines, managers of works to communicate with contemporary electronic means of communication (cellular, radio, etc.)			

Table 8 Mitigation measures during construction - environmental aspects

No	Subject/Indicator	Possible impact	Mitigation measures	Responsibility	Plan	Cost
Construction phase **Environmental aspects**						
1	Fauna	• Reptiles and mammals that are endangered by the movement of vehicles • Pollution of surface waters • Accidental leakage of dangerous substances	• Ensure that around and inside the construction site, where the offices are installed, there is no presence of fauna in the area during the period of implementation of the works • Provide and keep clean the surface rain water drainage network • Cleaning, washing and maintenance of machinery, equipment and means of transport must be done in a controlled manner within the construction site and in no case should this be allowed to happen along the work segment, with the aim of preventing and minimizing emissions of polluted watersin an uncontrolled manner in the vicinity of the receivingwater environments, and as a result the damage to the aquatic fauna occurred in • Plan of measures for the rehabilitation of the surface	• ADF • Contractor • NAE	During construction	Provided in the draft budget

			contaminated by accidental leaks of substances with dangerous content, with the aim of preventing damage to the area's fauna • Isolation and safe disposal of waste generated by pollution generated by accidental leaks			
2	Flora	• Loss of vegetation due to works	• Assess the possibility that the trees and vegetation affected by the project can be moved safely to other areas in the vicinity • If there is no possibility of their relocation, the trees cut in cooperation with the relevant local unit should be sent to provide heating to apart of the schools, kindergartens, nurseries or families in need near the area of the project groups. • At the end of the project, in addition to the vegetation provided for in the estimate of works, 3 times more trees should be planted than those cut by the implementation of the project groups • That during the construction phase of the construction site, its perimeter should be fenced	• ADF • NJQV • Contractor • NAE	During construction	Provided in the draft budget

			with trees, with the aim of reducing the impact on the landscape and minimizing the dust and noise coming fromthe construction site. • Keep all construction equipment and machinery clean and wash them in safe places to prevent the spread of seeds			
3	Soil quality	• Damage to the soil structure due to material storage, construction traffic, rehabilitation works, etc.; • Loss of soil surface during excavation works; • Erosion due to uncontrolled surface runoff and sewage discharge; • Soil contamination from accidental cases	• Protect non-construction areas, avoid working in sensitive areas during very unfavorable conditions, rehabilitate damaged areas; • Remove the upper layer as necessary and store it in an authorized place so that it can be used after construction and rehabilitation works. To be stored separately in a designated area with a height not exceeding 2m; • The location of the land surface should avoid slopes, natural drainage flows and proximity to road axes; • Preserve the soil surface through temporary manual planting; • Determine storage and drainage sites to ensure soil	• ADF • Contractor • NAE	During construction	Provided in the draft budget

			stability; • Place geotextile protection barriers or salt fences around soil storage sites • To keep in condition in each case a special container and amount of absorbent material to prevent cases of soil contamination from accidental spills of equipment, machinery and means of transport • Safe disposal by a licensed operator of soil contaminated with hazardous substances • A spill kit with all the necessary tools to clean up possible contamination from accidental spills should be kept at the site. • Do not discharge sewage that will contaminate the land • The excavated material should be carefully stored to avoid spills and possible contamination as it will be used again after construction and rehabilitation works; • To make the temporary disposal of surface water in order to reduce the risk of soil washout from surface water			

			and rainfall • Training should be provided for responding to spills, and equipment should be present to avoid any type of pollution;			
4	Land	• Land damage during construction, landslides, etc.; • Impacts from excavation for the deposit of soil and other materials;	• Protect non-building areas; • Design works to minimizesoil impact • Design slopes and retaining structures to minimize risk, ensure proper drainage, soil stabilization/vegetative cover; • Provide erosion control measures; • To prepare the land rehabilitation plan;	• Contractor	During construction	Provided in the draft budget
5	Water resources and water quality	• Interruption of surface drainage flows during construction; • Pollution from construction, human waste, including fuel and oil spills, hazardous waste, sewage, etc.;	• Carry out careful design, maintain natural drainage where possible; • Systematization and temporary discipline of surface water flows should be done • Along the segments of the works, the contractor musttake care that in no caseshould they affect the increaseof turbidity and suspended matter in the receiving water environment • To avoid as much as possible	• ADF • Contractor • NAE	During construction	Provided in the draft budget

			the deposition of waste from demolitions/constructions and raw materials near water bodies in the vicinity • Demolition/construction waste storage areas and raw materials should be surrounded by protective barriers that prevent rainwater from washing away and taking measures • Safe and sanitary disposal of any hazardous waste, oily waste, any chemical to avoid infiltration and contamination of underground water; • Wash construction vehicles and machinery only in designated areas where the water flow will not create pollution and place sediment traps; • Around the construction site, the network of collection and discipline of surface waterand rainwater should be installed. • Don't allow the depositing of unnecessary materials within the group project area • Refueling should not be allowed on slopes or near			

			water sources; • Repair and maintenance of means of transport and machinery, except in cases where it is requested otherwise to be done by a licensed operator outside the project area of the groups			
6	Sewage and urban wastewater	• Soil pollution from sewage discharge • Surface water pollution from sewage discharge • Penetration below the surface and affects the quality of undergroundwater in case of any discharge	• Portable (chemical) toilets to be provided in the area by a licensed supplier • The urban wastewater generated from the construction site is collected and unloaded in plastic containers in order to transport them to authorized plants for the treatment of urban wastewater. • During the work segment, mobile structures of containers (portable toilets) for employees should be installed. • Ensure the final disposal of sewage from toilets in sewage treatment plants; • Do not discharge sewage into the soil; • Disinfection of chemical toilets;	• Contractor	During construction	Provided in the draft budget

7	Erosion and landslides	• Erosion in the project area as a result of cleaning/excavation operations; • •Sedimentation in canals;	• Vegetation of all land surfaces exposed to construction at the first opportunity; • Use materials for the restoration of degraded areas; • Ensure that berms are constructed to prevent erosion from occurring; • Use sandbags to stabilize soils and avoid erosion; • Build barriers to enable catchment of soils caused by heavy rains	• ADF • Municipality • Contractor • NAE	During construction	Provided in the draft budget
8	Air quality	• Dust generated by the demolition processes of the existing infrastructure • Dust generated by the processes of excavation, systematization and construction of project groups • Dust generated by the movement of tools and machines • Dust generated by traffic in the area of project groups • Gases generated by the operation of tools, equipment and machines in the area of project groups • Dusts and gases generated	• The use of water sprayers during operations for the demolition of the existing infrastructure • During the dry season and windy days, periodic wetting of access roads and work segments to reduce dust particles in the atmosphere • During excavation, water spraying and the use of masks and protective equipment must be carried out; • Unpaved roads are wetted periodically as needed • Within the construction site and the project area, groups of vehicles move at a limited	• ADF • Municipality • Contractor • NAE	During construction	Provided in the draft budget

		as a result of accidental sources within the area ofthe project groups	speed, within the valueallowed in the technical regulation • Periodic control of the speed of movement of vehicles by the security officer • To periodically clean the tires of vehicles and machines before they go out on the main national roads and axes of the area • To avoid as much as possible keeping machines and tools switched on when they are not at work • Means of transport should be covered with raincoats • Weekly visual inspection of the technical condition of the means of transport should be done so that there are no leaks during the transport of the material inside them. • Tires of transport vehicles when moving outside the project area must be clean of mud and soil. • Places of temporary storage of soils should be covered in order to prevent the rise of dust particles in the air. • During days with strong			

			winds above average levels, consider the possibility of interrupting the circulation of transport vehicles or limiting them to the extent that it does not cause emissions of dust particles into the air • To manage the traffic of the project area in such a way as to avoid vehicles standing still as much as possible. • The equipment, machines and means of transport must be contemporary, approved and their emissions must be within the norms allowed by Albanian legislation and EU norms. • Refueling – normally diesel is used for some equipment where SO_2 is among the biggest pollutants emitted.Use quality fuel with low leadand sulfur content • To prohibit the burning of construction materials and waste in the construction site and the area of the project groups • Emergency plan for fire accidents			

9	Acoustic environment	• We are concerned about the noise during the demolition of the existing infrastructure • Noise disturbance during construction works; • Movement of equipment, machines and tools, loading and unloading of materials • Vibrations during construction works	• Work hours should be minimized and organized from 08:00 am to 17:00 pm; • The circulation of vehicles that must be carried out based on a program that respects public holiday schedules, not too early in the morning and not too late in the evening; • Do not use vehicle horns in residential areas • Restriction of traffic in residential areas; • Provision of noise barriers, which significantly reduce the level of noise, especially in the vicinity of buildings, institutions for which the emission of noise would cause concern, annoyance. Each increase in the height of the protective barriers by 1 m height reduces the noise level by 1.5 dB; • Devices, machines that emit noise should be placed in the right direction in order to reduce the spread of noise towards the other direction (objective) more sensitive to noise. • Signs of calm areas to be	• ADF • Municipality • Contractor • NAE	During construction	Provided in the draft budget

			installed in all areas where there is human activity along with the relevant trainings; • Employees, managers of equipment, machines, managers of works to communicate with contemporary electronic means of communication (cellular, radio, etc.) • Fit covers for all powered mechanical equipment, generators, compressors, etc.; • Headphones will be provided to all employees during work; • Machines and equipment that generate vibrations should be used in limited hours, which do not constitute a concern for the residents of the area • To use equipment, machines conforming to EU standards that emit noise levels within the allowed level (accordingto the manufacturer's patent) • To perform weekly visual inspections on the technical condition of equipment, machines and the possibility of noise generation as a result of possible defects			

10	Menaxhimi i mbetjeve	• Improper management of solid and liquid waste at source • Increase of waste storage areas • Increasing the volume of waste in licensed landfills • Deposit or landfill of recyclable waste • Improper discharges and cleaning • Pollution of surface and underground waters	• To prepare the waste management plan • To follow the policies of prevention, waste minimization, land protection and increasing the efficiency of the use of waste during the construction phase • To identify all waste streams that can be recovered and recycled, with the aim of reducing the amount of waste sent to landfills or authorized storage sites • The construction workers of the project should be properly instructed on how to manage waste (D and R operations) and protect the environment of the project area as a whole. • At the construction site, the differentiation of urban solid waste should be done at the source in special containers according to the priority streams of waste generation (paper, cardboard, glass, metal, plastic, packaging waste, electrical and electronic waste, water sludge black, mixed urban waste) • Stimulating a recycling policy	• ADF • Municipality • Contractor	During construction	Provided in the draft budget

			for the reuse of waste where possible • To separate the inerts from the soils from the demolition operations of the existing infrastructure. • To separate the soil generated from the upper layer of the soil (30 cm) from the other part generated from the excavations. Preservation of this layer of soil for re-use for the planting and rehabilitation processes of the area around the works site and segments of the project groups • The soils generated from the excavations should be potentially evaluated or processed with other auxiliary material in order to reusethem as filling material or as material for the rehabilitation of the project area of the groups. • The soils generated by the excavations should be potentially evaluated or processed with other auxiliary material and in cooperation with the Municipality or the relevant LGU, be reused for			

			the rehabilitation of other squares in the vicinity of the group project area. • Cleaning, disinfection, washing of waste containers and waste collection point (VGM) according to a specific plan • To repair, paint and maintain the containers so that they can be reused • Waste management containers should be labeled and painted with distinct colors according to the priority streams of waste that can be deposited in them • To avoid as much as possible the temporary deposition of waste from demolitions/constructions near water bodies in the vicinity. • Waste management containers must be distributed along the entire length of the works segment. • The VGM cleaning service should be done periodically, according to the work schedule and the amount of waste generated			

			• To identify the licensed operators of the area for the recovery and recycling of waste, as well as to sign cooperation contracts for their safe management, with the aim of reducing the distanceof waste transfer • Storage and temporary storage of waste should be done in the place approved by the Director of Works. • The place of storage, storage of waste from demolitions/constructions should be impenetrable • Urban solid waste to be stored in impenetrable containers and resistant to the material stored inside them • Sewage, sludge and polluted urban water should be discharged into impenetrable containers resistant to the material stored inside them. • To increase the efficiency of the reuse of waste from demolitions/constructions according to the Solid Waste Management Sectoral Plan, with the aim of reducing the use of natural resources for			

			raw materials • Waste that cannot berecovered or recycled should be sent to the Vlore waste treatment area (ZTMV) and to the urban wastewater plant, according to the legal procedure approved for the transfer of waste • The waste generator is responsible for all phases of waste management, from generation, differentiation at the source, storage, storage, transportation to their final treatment or disposal. • For each waste transfer from the generator to their final disposer, fill out and save the waste transfer documents, based on the legislation in force • To create a register of waste according to PMM • Ensure waste minimization for all work crews • Ensure that work teams are trained in terms of waste management, separation, etc., based on the waste management plan; • Waste containing hazardous			

			substances to be managed according to the waste management plan that will be drawn up case by case, as well as to be sent for final disposal to a licensed operator inside and outside the territory of Albania, in accordance with the rules, standards and laws in force			
11	Work flow	• Improper waste disposal • Increased demand for water resources. • Increased deforestation, ecosystem degradation and species loss. • Increasing demand for natural resources.	• Quick and effective response to the environment by the contractor • Trainings for employees. • Efficient use of the complaints mechanism (MA). • Proactively addressing any issues that arise. • The supervision company ensures the implementation of ESMP. • Water conservation and water recycling where possible; • Avoiding pollution of water sources. • Lower energy demand, reduced noise and light generation, low and safe use of hazardous chemical substances. (if there will be). • Minimization of land use change and use of other	• ADF • Municipality • Contractor	During construction	Provided in the draft budget

			natural resources; • Avoiding deforestation as much as possible			

6. STAKEHOLDER PLAN PREPARATION

The stakeholder plan is a document that helps managers engage effectively with stakeholders during all phases of the project and specifies the activities that will be implemented to manage or strengthen engagement.

The main objectives of the Stakeholder Plan are summarized below:

- Stakeholders (The main stakeholders, who will be affected by the project and with whom the consultation will be carried out in advance is the ADF, the local government, the community of the area, civil society, including NGOs and other interested parties. These activities will be undertaken in accordance with the relevant Albanian legislation)
- Work plan to inform interested parties about the project;
- Notification of interested parties;
- Meeting / communication with interested parties;
- Stakeholder analysis;
- Stakeholder management strategies;

The specification of the Stakeholder Engagement plan can be organized in two phases:

First: Work in the Office; preparation of documents, plan, organization, etc.

Second: Field work; meetings, consultant, information and requests / requests from the community, etc.

7. MENAGEMENT OF SOCIAL ISSUES AND IMPROVEMENT OF THE ECONOMY ZONE

Saranda, like the whole country, in the first years after 1990 went through an extensive economic and political transition, characterized by the movement and migration of the local population. This was accompanied by various administrative divisions. Thus, the new reform based on Law no. 115/2014, "On the Administrative-Territorial Division of Local Government Units in the Republic of Albania" only two Administrative Units are defined as part of the Municipality of Saranda.

The new municipality has two Administrative Units, Saranda and Ksamil. It has an area of 58.96 km2. According to the Census, the population density in the new municipality is 343 inhabitants/km^2 and according to the Register of Civil Status the density is 859.56 inhabitants/km^2.

- According to the 2011 census, the population in the main urban area of Saranda is 17,233 inhabitants.
- The population registered in the National Registry System is 50,680 inhabitants.

Table 9 Population in the municipality of Saranda from 1988 to 2011

Administrative Units	***Population***		
	1988	***2001***	***2011 (Census)***
Saranda	18,991	15,247	17,233
Ksamil	1,852	1,840	2,994
MUNICIPALITY	20,843	17,087	20,227

Source: INSTAT, Census 2011

The above clearly represents the migration of the population in recent times, within and outside the country. Various studies and analyzes state that 20-25% of the population has emigrated abroad.

The population density of Saranda is approximately 3.5 times higher than the national population density, which according to the 2011 census data is 99 inhabitants per km2. The number expresses very clearly the high density of the main city.

- Most of the residents live in the downtown area (the heart of the city) and in the interior of the hilly peninsula. Refer to the map: Map of Residential Areas". In recent years, informal buildings have spread mainly in the North-East of the urban area.
- There is a trend of population movement from rural to urban areas, considering the current very high density of the heart of the city.

About 68% of the population is concentrated in the urban area of Saranda, while in the rural area it goes up to 32% of the total population of Saranda Municipality.

Table 10 The population of Saranda according to the national population register

Cities and villages	***Surface in Ha***	***No. of the Population***	***Male***	***Female***
The city of Saranda	1,495	36,875	18,525	18,350

Table 11 Population projection 2011-2031, BS

Administrative Unit	2011	2016	2021	2026	2031
Saranda	17233	17905	18077	17940	17750
Ksamili	2994	3111	3141	3117	3083
Saranda municipality	20227	21016	21218	21056	20834

%	100	103.9	104.9	104.1	103.0

In recent years, the population structure is thought to develop more in favor of the urban area. It is estimated that today, in the city of Saranda, approximately 85% of the total population of Saranda Municipality live. This results in a high density within the heart of the city.

- The population growth in the city is 4.9 %.

The economy

Saranda is an important city (primary city) as well as an economic pillar of Southern Albania together with Gijrokastra. The main parts of the businesses operating in Saranda Municipality are located in the city of Saranda (73%).

On average, 30% of employees in the non-urban areas of Saranda operate in the agricultural sector, while the rest are evenly distributed in tourism, trade and construction services.

Employment in the city of Saranda is dominated by 43% of services followed by 23% of trade.

Saranda is facing a high rate of migration, mainly influenced by its proximity to Greece. According to the Territorial Development Plan for the Municipality of Saranda, about 20- 25% of families have emigrated abroad, as well as to other areas of the country. Also, another phenomenon is visible in terms of migration from other areas of Albania, especially in the administrative unit of Ksamil, as well as people returning from emigration to their homes.

According to INSTAT data, GDP at current prices for 2015 in Vlora County was 580.4 million euros. The GDP per person was estimated at 3,084 euros and was lower compared to the national GDP per person of 3,547 euros.

In 2017, according to INSTAT, there were 2,056 businesses registered in the Municipality of Saranda, of which 84.4% are businesses that rely on services (trade, transport and storage, accommodation and food service, information and communication, other services) where only accommodation and food service activities accounted for 26%. 6.6% of registeredbusinesses are engaged in agriculture, forestry and fishing businesses, and 9% in industry andconstruction. The main agricultural production is based on olive and citrus trees and recently also vineyards.

According to economic data from the Municipality of Saranda, the annual income generated for 2016 was 220 million euros, 7.3% more than in 2015, while the income generated per inhabitant was 4,040 euros. The working age population for 2016 was 37,150 and the unemployment rate was 10.5%. The construction sector has been very intensive, especially during the decade 2005-2015. In 2014, about 30% of the employed in rural Saranda worked in the agricultural sector, while the rest were equally employed in tourism and services, trade and construction. The economic activity of the administrative unit of Ksamil is mainlyfocused on tourism as well as construction, fishing and fruit growing. Fishing is mainly basedon mussel farming in Lake Butrint.

Referring to the Technical report and the EIA report, the project is quite close to residential areas or facilities where various businesses are currently developed.

The reduction of social economic impacts from the construction of PROJECT GROUPS: P1- SKENDERBEUT STREET, P3- INTERSECTIONS, , P7- EUROPA SQUARE AND P7A- MITAT HOXHA STREET includes
efforts to avoid misunderstandings about long-term employment of local workers, educating the population on the non-speculative nature of the construction of the project groups in question, avoiding conflicts with the land owners, taking into account the compensation as well as the respectful treatment of the residents of the area.

Social and economic issues are an important component of the systematic analysis used during the EIA to identify and assess the possible socio-economic impacts of a proposed development on the lives and actuality of people, their families and communities in general, so if these impacts possible are important or not. Social Impact Assessment (SIA) can help developers or other parties involved in the project group find ways to prevent, minimize or remove negative impacts if they occur. VNS can identify and differentiate the many measurable impacts of a proposed development but not every impact may be significant.

Beneficial effects may include:

- A better standard of living due to increased access to employment, business opportunities, training and education;
- - Shortening of distances
- - Increased funding for the improvement of social infrastructure and cultural programs.

These processes can be accelerated or reduced by considering the following measures:

- Employing residents of the areas near which the project is located
- Increasing income for the community
- Intermingling of different cultures.

7. 1 Social-economic management plan

The purpose of a socio-economic management plan (SMP) is to develop possible and cost-effective measures as low as possible in order to reduce the negative socio-economic impacts identified to acceptable levels. A study evaluation is an important tool to capture and incorporate considerations that may have significant effects on project group developments.

These management plans will address the specific impacts identified. They will include budgets, roles and responsibilities for its full implementation and will include key topics such as:

- Assistance to affected groups
- Grievance mechanisms
- Management plan flow

- Monitoring and evaluation plans
- Community awareness plans
- Daily communication about plan activities
- Action plan for resettlement (if there will be one)

7. 2 Concrete proposals for reducing the social-economic impact

- Priority for the employment of the residents of the area in order to reduce unemployment and increase income
- Opening of the employment office near the work site
- Transparent and unbiased process during the interview for vacant jobs
- Contracting with local companies in the field of construction materials for cooperation opportunities
- Cooperation with licensed recycling companies operating near the project area
- Cooperation with the regional labor office and the local government unit for the easeof finding the suitable work arm
- Cooperation with NGOs in the field of environmental protection and social issues
- Cooperation with LGUs and Educational Institutions to increase capacities in the fieldof environmental protection
- Cooperation with educational institutions within the project area for the development of a competition for the selection of innovative projects in the field of constructionand the real possibility of its implementation in the vicinity of the project area
- Announcement in local media, local newspapers and social portals for vacant job positions
- Employment of local residents in order to reduce the cost of transportation or accommodation
- Priority for employment in specific job positions will be given to families in need and the female gender
- Prioritize the use of local products for food, which can also serve as a good marketing of the area and increase income for its residents.
- Training, qualification and certification of interested residents of the area, employees of the LGU administration, educational institutions, health institutions, etc. on certain issues of the environment, health and safety at work.
- Awareness campaign on important social issues (education, pandemic, terrorism, domestic violence, sexual harassment, bribery, etc.)

At the end of the project, the employees contacted by the project area, evaluating their work performance, may be contacted for other similar projects, which would extend the mitigation of social and economic impacts over a longer period of time.

9. RISK ASSESMENT AND EMERGENCY RESPONSE PLAN

Emergency Coping Plan

The construction company in its activity, for the implementation of the project "REQUALIFICATION OF THE GROUPS PROJECT: P1- SKENDERBEUT STREET, P3-

INTERSECTIONS, , P7- EUROPA SQUARE
AND P7A- MITAT HOXHA STREET", is obliged to plan, to organize and carry out, at its own expense and the state's, the services for coping with civil emergencies in the area where the activity takes place.

Legal basis:

Law No. 10 237, dated 18.02.2010 "On Safety and Health at Work"

Article 10

Obligations of the employer for the design of measures for the prevention of accidents at work and occupational diseases

letter "b"

The employer compiles, assessing the risk, a risk assessment and prevention document, which contains measures of a technical, organizational, hygienic-sanitary nature, which will be implemented according to the specific conditions of the workplace and the activity.

What does the legislation actually require?

- **Assess risks and take protective measures**

The employer performs a Risk Assessment related to OSH risks, including those faced by groups of employees exposed to special risks; it also decides on the protective measures to be taken. (Article 9/1 of the Law on Safety and Health at Work).

- **To prepare a plan of preventive and protective measures**

The employer is obliged to draw up a plan for prevention and protection, consisting of technical, medical, organizational and hygienic-sanitary measures, on account of the Risk Assessment, which they must implement based on the working conditions that are specific to the enterprise theirs (Article 10/b of the Law on Safety and Health at Work).

- **To inform employees about the results of the Risk Assessment**

The employer informs the employees and their representatives about any risk in the workplace, and about the protective measures that must be taken to control these risks and to eliminate their harmful consequences. Information on the results of the Risk Assessment and the measures taken is made available to employees... (Article 12/1 of the Law on Safety and Health at Work).

- **Employees and their representatives to be included in the Risk Assessment**

Employee representatives for OSH participate during the preparation of the Risk Assessment and planning of preventive measures, as well as other documents related to OSH. (Article 18 of the Law on Safety and Health at Work)

The Safety and Health Council has the authority to participate in the assessment, design and implement programs for risk prevention in the enterprise; (Article 20 of the Law on Safety and Health at Work).

The following prevention principles should be followed

a) avoiding risks;
b) assessment of risks that cannot be avoided;
c) combating risks at the source;
d) replacing the dangerous with the harmless or less dangerous;
e) giving priority to collective protective measures in relation to individual protective measures;
f) giving appropriate instructions to employees. (Article 6/3 of the Law on Safety and Health at Work).

Definitions

Risk assessment as a professional discipline uses its own special language combined with legal terminology. Expressions such as "hazard", "risk" are used interchangeably in everyday language, but their meaning in the theory and practical application of Risk Assessment is specific. They describe specific steps of the Risk Assessment procedure**.**

Risk Assessment

Risk assessment is a procedure that determines the level of risk related to an occupational injury, occupational disease, work-related illness and related disorders in the work process that may cause harmful effects on the health and safety of employees**.**

Risk assessment is the activity that is carried out:

- to identify the risks located in the workplace or related to the work,

- to assess the risk of damage that these risks may cause to people, the environment or property, and

- to determine measures for the prevention of such damages**.**

The risk

Risk is a combination of the probability that someone may be harmed or that another harm may be caused by the hazard – and the consequence of that harm.

Risk represents a level – the importance of potentially dangerous situations, when a person (or environment or property) is exposed to risk.

The danger

Risk is a characteristic – potential ability of anything (work equipment, activity, work environment, substance, etc.) to cause injury or other damage.

Risk is the source of potential risk to the health and life of employees and others.

Hazardous situations – is a description of the situation, how the hazard can cause harm or damage. It characterizes risk in action**.**

Risk factor

A risk factor refers to a quality of a substance or environment that is capable of causing negative health impacts to exposed workers**.**

Preventive measures

Preventive measures are activities planned and approved in advance, focused on eliminating or reducing risks at work, reducing the influence of risk factors, limiting accidents at work, occupational diseases, poisoning and other injuries as a result of work, take into consideration the principles of prevention in accordance with the Law on Safety and Health at Work**.**

Corrective measures

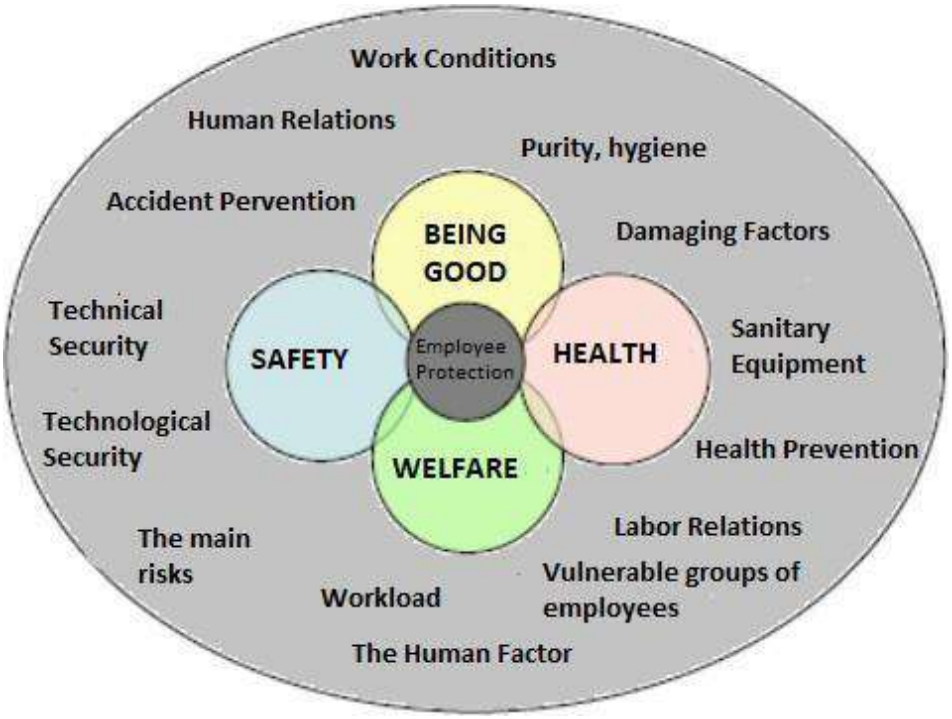
Corrective measures are activities focused on eliminating or reducing risks at work and reducing the impact of risk factors, usually taken as a reaction to the findings of the Risk Assessment that are unacceptable. Corrective measures usually mean placing barriers between a hazard and a person who may be injured.

Job description - work activities

Job description is a set of activities performed by an employee based on his employment contract.

Risk assessment should focus on all aspects related to work;

To consider not only the prevention of accidents, dangerous substances and factors, the safety of technical equipment and processes, but also situations that bring excessive physical,mental, sensitivity or stress load. It is also necessary to evaluate the human factor, working conditions, hygiene, sanitary equipment in the workplace, psychosocial aspects, stress and violence at work, mental health of employees, etc. Anything that is unfavorable at work should be considered a risk.



Graph 3 The risk management scheme

The protection of employees should focus not only on safety and health, but also on well- being) and well-being – it is represented by specific aspects, some of which are presented in the gray area.

Risk assessment is not just a once-and-for-all procedure; it is an ongoing process and needs to be reworked from time to time.

Risk assessment must be implemented as a continuous process, a system of observing risks and risks; the employer must ensure that it is regularly repeated, after any fatal, collective or serious injury, defined cases of occupational diseases and disorders at work, which may have harmful effects on the health and safety of employees, and based on the final decision of the labor inspector, i.e., at least once every two years.

Risk assessment is carried out taking into account the general principles of prevention provided for in the Law on Safety and Health at Work.

Risk assessment is a method which can find out what is wrong and dangerous and helps to take appropriate corrective measures. But at the same time Risk Assessment can be used to guess what might happen, and to predict what might possibly go wrong, what might cause harm. This allows preventive measures to be taken – so that breakdowns or damages do not occur.

Risk assessment is a procedure, which cannot be carried out successfully without proper preparation and cannot be meaningful without proper implementation.

Risk must be a "campaign" throughout the enterprise. The organization of the Risk Assessment should consist of the following stages:

a) preparation phase,

b) risk assessment procedure,

c) implementation phase,

d) registration and documentation.

In general, risk management can be presented in a more extensive way than the simple steps of the procedure, including the preparation and implementation of activities as follows:

PREPARATION PHASE
1. Develop a Workplace Risk Assessment Action Plan
2. Evaluation structure (decide on approach)
3. Assign teams of evaluators
4. Involve all employees and managers
5. Secure resources and gather information

RISK ASSESSMENT PROCEDURE
6. Identify hazards and dangerous situations
7. Identify the persons who are at risk
8. Identify the characteristics of exposure among persons at risk
9. Assess the risks (probability of harm consequences in the current circumstances)
10. Investigate options for eliminating or controlling risks
11. Prioritize action and decide on control measures
12. Document the assessment

IMPLEMENTATION PHASE
13. Take action
14. Measure the effectiveness of the action
15. Make changes (if changes are submitted, or periodically)
16. Implement the Risk Assessment monitoring system.

Risk Assessment Procedure:

Risk assessment is a series of logical steps to enable, in a systematic way, the analysis and assessment of risks. There are many ways and methods used for risk identification and risk qualification, each of

which has some benefits and drawbacks. That is why the selection of the appropriate method is very important.

This manual presents a simplified method based on five steps also proposed by the European Guide for the Evaluation of

Risk at Work, and is presented as a general approach in the database of the European Agency for Safety and Health at Work.

Specific requirements for Risk Assessment

Specific requests must be evaluated in accordance with the special rules below:

• Use of personal protective equipment (VKM No. 563 dated 03.07 2013, For the approval of the regulation "On Minimum Safety and Health Requirements for the Use of Individual Protective Equipment in the Workplace")	
• Manual load handling (VKM No. 523, dated 6.8.2014 For the approval of the regulation "On the Minimum Safety and Health Requirements for the Protection of Employees Related to the Work of the Arm with Loads")	
• Working with devices that have screens (VKM No. 521, dated 6.8.2014 For the approval of the regulation "On Minimum Safety and Health Requirements for Work with Display Screen Equipment")	
• Risks related to chemical agents (VKM No. 522, dated 6.8.2014 For the Approval of the Regulation "On the Protection of the Safety and Health of Employees from the Risks Related to Chemical Agents at Work")	
• Risks related to exposure to biological agents (VKM No. 550, dated 27.8.2014 For the Approval of the Regulation "On the Protection of the Safety and Health of Employees from Risks Related to Exposure to Biological Agents at Work")	
• Risks related to exposure to carcinogens and mutagens (VKM No. 520, dated 6.8.2014 For the approval of the regulation "On the protection of the Safety and Health of Employees from the Risks Related to Carcinogens and Mutagens at Work")	
• Risks from potentially explosive atmospheres (VKM No. 384, dated 6.5.2015 For the Approval of the Regulation "On the minimum requirements for occupational safety and health of employees at risk from explosive atmospheres")	
• Risks created by vibrations (VKM No. 841, dated 3.12.2014 "On the protection of employees from risks related to mechanical vibration in the workplace".)	

• Risks created by noise (VKM No. 842, dated 3.12.2014 "On the protection of employees from risks related to noise in the workplace")	
• Risks created by electromagnetic fields (VKM No. 844, dated 3.12.2014 "On the protection of employees from risks related to non-ionizing radiation in the workplace")	
• Use of work equipment (VKM No. 562 dated 03.07.2013, For the approval of the regulation "On Minimum Safety and Health Requirements in the Use of Work Equipment in the Workplace")	
• Transportation of dangerous substances	
• Controlling risks from major accidents involving hazardous substances	

Specific Risk Assessment procedures should be provided for the design, construction and manufacture of machinery. For example, in accordance with Directive 2006/42/EC; EN ISO 14121-1: 2007, Safety of machinery - Risk assessment.

Risk identification

Risk identification will involve company staff, relevant stakeholders, and will include an assessment of environmental factors, organizational culture and the company's management plan including the company's scope. Particular attention will be paid to company deliverables, assumptions, constraints, cost/effort estimates, resource plans, and other important project documents.

A Risk Management Log will be generated and updated as necessary and stored electronically in the company library.

1. Risk must be assessed and prioritized in relation to the unit's objectives, defined in the implementation of sector strategies and closely related to the medium-termmanagement process.

2. The risk coming from external sources must be identified. This includes suppliers, technology changes, economic and political conditions, legislative and regulatory provisions, environmental conditions and natural events.
3. Risks coming from internal sources should be identified. This includes human resources, labor relations and technology systems as well as occupational safety

Below you can find a list of dangerous and problematic situations that you may have in your company.

Risks coming from employees and their behavior

- Disorderly, undisciplined behavior
- Hazards of chemical spills
- Have public access to non-public areas of the event
- Pyrotechnics / Fireworks
- Misuse of entertainment
- Pouring fuel ie Petrol, LPG, Diesel
- Drug and/or Alcohol users
- Criminal activity

Risks coming from technical management

- Overfilling of equipment
- Inadequate management
- Terrorism / Bomb threat
- Lack of staff information
- Medical emergency (eg heart attack)
- Lack of communication
- Waste in Water – dumping of hazardous waste into water
- Staff poisoning

Transportation risks

- Insecure temporary structures
- Electric cables
- Extreme weather
- Uneven terrain, loose surfaces
- Sliding
- Fire
- Lack of lighting

Health risks

- Food poisoning
- Hits

- Outbreak Diseases
- High noise levels
- Failure to respond to emergency services

Risks of inaccessibility

- Insufficient space
- Lack of accessibility to the toilet
- Difficulty of accessibility to different tours

Risks from waste

- Insufficient number of toilets
- Insufficient emptying / cleaning of drums
- Collection/removal of urban wastewater
- Smoking indoors
- Spillage of hazardous waste

Various risks that can be caused to the company

RISK ANALYSIS

All identified risks will be evaluated to identify the range of possible project outcomes. The qualification will be used to determine which are the greatest risks, to provide answers and the measures to be taken.

ANALYSIS OF QUALITY RISK

Managers at all levels must evaluate each of the identified risks in terms of the possibility of occurrence and the impact on the objectives, as follows: The possibility that the risk will occur is related to the probability that the adverse event will occur, if there are no activities control that would prevent or reduce the risk. The likelihood of the risk occurring must be assessed for each of the identified risks.

Preliminary determination of risk is a process where the combination of the probability of occurrence of damage and the seriousness (consequence) of that damage is evaluated. Predetermination is provided by the particular scale level selected. This assessment is called qualitative assessment.

Impact is the effect that an adverse event would have on the entity if the event actually occurred. Such an effect would be either a kind of damage, or a kind of lost opportunity. If possible, the effect should be quantified. But at a minimum, the effect should be described in such a concrete way that it shows the importance of the risk.

The assessment of each risk must be re-examined at least once a year, but even more often depending on the impact it has on the achievement of objectives.

During the risk assessment, the cost ratio for the control activities to be undertaken against the benefits related to risk reduction should be taken into account.

RISK = Probability x Consequences

R = P x C

Qualitative risk attributes - the probability and consequence of possible harm are determined in advance on a five-point scale and compared in a matrix.

Comparison of results with five levels of risk:

Table 13 Matrix for preliminary qualitative determination of risk

PROBABILITY	**CONSEQUENCES OF DAMAGE**				
	unimportant A	**small B**	**serious C**	**big D**	**catastrophic E**
Not significant I.	1	1	1	2	2
Low II.	1	1	2	3	3
Defeated III.	1	2	3	3	4
High IV.	2	2	3	4	5
extremely high V.	2	3	4	5	5

Table 14 Probability rate

I.	not significant	unlikely
II.	Low	not very likely
III.	defeated	likely, rarely, occasionally
IV.	high	most likely, often, often
V.	extremely high	almost certain

Table 15 The degree of consequences

A	unimportant	negligible health damage (very light); there is no temporary disability for work (leave for health reasons).
B	small	mild and temporary (reversible) health impairments that may require health care but limited ongoing treatment; temporary incapacity for work; there is no permanent disability for work.
C	serious	serious damage to health that requires medical attention and prolonged continuous treatment; serious health impairment that may cause reduced capacity for permanent work
D	majeure	serious permanent and/or progressive damage to health; permanent incapacity for work.

E	catastrophic	death; very serious health impairment with handicap*

* WHO – World Health Organization, International Classification of Impairments,Disabilities and Handicaps (ICIDH): 'Disability' is the disadvantaged condition resulting fromimpairment or disability that limits a person from performing a role that is considered normal for age, sex and its social and cultural factors.

Table 16 Classification of risks

1	not significant risk - no additional measures are needed, it is recommended to inform employees;
2	acceptable risk - maintain the current situation or improve it, inform employees;
3	significant risk - measures for improvement, specific and regular health surveillance, inform employees;
4	high risk - take measures immediately, immediate health check; warn employees;
5	extreme risk - stop the process immediately, emergency measures.

Quantitative risk analysis

Through quantitative risk analysis, priority is given to the analysis of risk events. The impact of these events will have a ranking based on the impacts that the risk may have on the environment**.**

Risk response plan

The response to each risk should be reviewed at least once a year. The response to any risk can be tolerating it, dealing with it (by means of preventive, corrective, managerial ordistinctive controls), transferring it and/or terminating the risk. The final answer will be recorded in the risk register.

Minimal risk can be tolerated. There are four possible responses (reactions) to risk: Handling to limit or reduce risk – this is the most common response applied by managers. This is due to the fact that it rarely happens that the risk is completely avoided/transferred. Therefore, control activities must be developed, which provide a reasonable guarantee that the risk will be limited to acceptable parameters, depending on the importance of the risk and the costs of introducing the controls. Risks that are addressed in this way should be monitored regularly.

Risk transfer – management may assess the risk as too high, which should be "transferred"to another entity. The classic way of transferring risk is insurance. In cases of insurance, therewill be additional costs, but the "risk impact" indicator will be significantly reduced. Another way to transfer the risk is to conclude an agreement with another unit, to which the activity is transferred, through a joint agreement of the parties.

Risk tolerance – this type of response is possible only if certain risks have a limited(negligible) impact on the achievement of goals and objectives, or when the costs of taking measures are not proportionate to the potential benefits. In such a case, tolerance could be a response to risk. However, such risks must be continuously monitored, as it may happen that internal or external factors increase the degree of possibility of the occurrence of the risk, or its impact, taking the risk to a higher category.

Risk termination – some risks can be reduced or limited to acceptable levels only if the activity is closed. Failure to take action may constitute a risk in itself, as the entity's goals andobjectives may not be achieved.

Handling of Risks

Identified risks can be reduced or mitigated through the introduction of appropriate control activities. These controls can be:

Preventive controls designed to reduce the likelihood that the risk will occur (such as segregation of duties, clear boundaries of authorized delegations, etc.);

Corrective controls, designed to correct undesired results (such as not changing working filtrates);

Management controls designed to guarantee the achievement of a certain result (such as safety measures, or requirements for the preservation of health and life); or

Discovery controls designed to identify cases where undesired results have already occurred (eg controls of chemical substances within the enterprise, or reconciliation procedures).

Checks should be recorded in the Risk Register. The description must include the name of the person responsible for the control.

Risk monitoring, control and reporting

Monitoring helps to follow the process, if the risks have been successfully managed, i.e. if the control activities (activities) have minimized the corresponding risks and if the risk objectives have been met. Monitoring also highlights which risks have become more threatening and which have decreased. In this way, transparency and accountability for the unit's activities are not only guaranteed, but also systematic reporting on the status of risks enables the unit's management to distinguish priorities in dealing with risks.

Attached you will find the format of the risk register, the risk assessment plan and the risk treatment plan.

POTENTIAL RISKS IN THE ENVIRONMENT

The risks dealt with in this report are all "Environmental" in some way. They are borne or transmitted through air, water, soil or biological food chains to humans. However, their causes and characteristics are very different. Some are man-made through the introduction ofa new technology, product or chemical, while others, such as natural hazards, result from natural processes that happen to interact with human activities and settlements. Some may be reasonably foreseeable, such as flooding in a valley or pollution from an industrial smelter. Others are entirely unintended effects at the time the technology or activity is developed, such as the potential effects on the earth's ozone layer of fluorocarbon sprays or nitrogen fertilizers. While different in themselves, environmental hazards, as defined here, share a second common feature besides being transmitted through environmental media. They cause harm to people who have not voluntarily or specifically chosen to suffer their consequences, and thus they require regulation by some authority above that of an individual citizen - that is, they require management. These consequences may fall on other groups in the future, as well as today, as for example in the mismanagement of natural resources. In this report, environmental hazards exclude personal choices such as smoking, rock climbing, or tinkering with electrical circuits. Immediately the consequences of this last group fall on the individual who is voluntarily accepting such risks and the role of the government is usually to educate the public instead of regulating or controlling the risks. Even in these cases, the transfer ofrisk to others through environmental media can be worrisome.

The risks of smoking for non-smokers present, for example, are probably small but are subject to current risk assessment and changes in public policy. The boundaries between environmental and other risks can never be hard and fast and there are always marginal cases. As well as personal risks which are excluded here, other risks are considered marginal for the center to focus on. These include accidents at home, traffic accidents and food additives. While arguments can be made for including them as environmental they risk being less controversial than risks such as soil erosion, natural hazards and water pollution.

Risks that threaten the company:

Some common risk categories are:

- natural disasters, such as floods, storms, fires and droughts
- pandemics, such as Covid 19, Delta +, human flu, swine flu or bird flu, etc.
- legal, such as insurance issues, dispute resolution, breach of contract, non-compliance and liability
- global events, such as epidemics and air traffic disruptions
- technology, such as computer network failures and problems related to the use of outdated equipment
- regulatory and governmental changes, such as water restrictions, quarantine restrictions, carbon emission restrictions and taxes
- environmental, such as climate change, chemical spills and pollution occupational health and safety, such as accidents caused by materials, equipment or the location of your work

- property and equipment, such as damage from natural disasters, burst water pipes, theft and vandalism
- security breaches, such as theft, fraud, loss of intellectual property, terrorism, extortion and online security breaches and fraud
- economic and financial, such as global financial events, interest rate hikes, cash flow shortfalls, non-paying consumers, rapid growth and rising costs
- staff, such as industrial relations issues, human error, conflict management and difficulty filling vacancies
- suppliers, such as issues within their business or industry, resulting in the failure or disruption of the supply chain of products or raw materials
- markets, such as changes in consumer preferences and increased competition
- services and utilities, such as failures or interruptions in the distribution of energy, water, transport and telecommunications.

Disasters caused by man and nature

Where the environment is subject to natural disasters, the role of the decision maker tends to be largely limited to remedial measures and post-facto rehabilitation. Recently, especially as a result of lessons from the Sahel experience, for example, there is pressure on decision- makers to look at early warning systems that can be used to reduce the effects of environmental hazards and to take damage reduction measures. such as land use zoning and appropriate building regulations. In many disaster-stricken areas, local resources are too poor to pay for these improvements, and the onus falls on the national government, either alone or with the help of bilateral and international aid and disaster relief programs.

RISK MANAGEMENT

Environmental risk management involves seeking a "best way" between social benefit and environmental risk. This is a balancing or trade-off process in which different combinations of risks are compared and contrasted against particular social or economic benefits.

Risk identification

Risk identification simply means recognizing a hazard and attempting to determine its characteristics. Often risks exist and are measured for some time before their unintended consequences are recognized. In other cases, risk identification is a deliberate procedure to examine, and hopefully anticipate, potential risks.

Risk assessment

This is the scientific determination of the characteristics of hazards, usually as quantitatively as possible. These include the spatial scale, duration and intensity of adverse consequences and their associated probabilities, as well as a description of cause and effect relationships. Risk assessment and identification can include modeling, monitoring, screening and

diagnosis. The primary purpose of these two management functions is to understand the environmental system and its complex pathways and processes through which hazards occur.

Assessment of risks

The third component of risk assessment is risk assessment in which decisions are made about the significance and acceptability of risk probabilities and consequences. This stage is crucial for policy making.

Assessment techniques seek to compare risks against each other and against benefits, and to provide ways in which the social acceptability of risks can be judged. Indeed, any judgment about social acceptability combines political and managerial decisions, since it inevitably involves a calculation of who is likely to benefit and who is likely to suffer, and what compensation, if any, should be paid.

EMERGENCY PLAN

Despite the appropriate and correct measures taken, the potential for emergency situations in projects of the nature of hazardous waste processing remains significant. These emergencies can be created both by significant environmental pollution (eg uncontrolled oil and fuel spillage), and by critical situations with a high potential for accidents and health damage. Therefore, the plan for initially managing the emergency and putting it under control must be ready and fully functional.

The project manager has drawn up appropriate contingency plans that will be implemented as part of the project itself. These emergency plans, as recommended, include, among others: Emergency Evacuation Plan, Medical Procedures in case of accidents, Contact Names and Telephone Numbers of persons or units dealing with emergencies, Fire Procedures, Occupational Safety Procedures ETC.

PROCEDURE AND CONTACTS IN CASES OF EMERGENCY

Intervention plan for extraordinary conditions

For the construction site in question, the potential risks identified can be summarized as follows:

- emissions of dust or gases into the atmosphere;
- fire and/or explosions;

For communication in cases of emergency or extraordinary situations in the environment of the construction site, the use of the equipment required by the persons and mobile phones is provided.

TOOLS AND MATERIALS FOR INTERVENTION

To deal with environmental emergencies, at the construction site, this material is ready:

- M.Z.SH plant;
- Means for personal protection of members of the emergency team (masks, gloves, etc.).

Among others, these devices are also available:

- Dust extractor;
- Portable fire extinguishers (mobile).

REGISTRATION OF EMERGENCIES

Every time an emergency situation is verified, even when the mitigating measures have succeeded in mitigating the impact on the environment, it must be noted on the relevant form (REGISTER FORMAT FOR ENVIRONMENTAL RISK INCIDENTS) presented together with this report, under the care of the staff of the site that has identified the situation.

Molded product	**Activity**
Leakage of Water / Sewage / Chemicals	Leakage of Water / Sewage / Chemicals
Chemical products	Water from the shower system, waste leachates, paints, additives, hydrocarbons, etc

Table 17 Phases of emergency management:

1. Risk assessment The person who caused or identified the spills must assess whether it is an emergency situation that can be handled immediately or whether the intervention of an emergency team is necessary. In the first case, all relief measures available in the country should be immediately activated and notified: • The technical manager of the installation • Environment manager. In the second case, the following are notified: • NEA • ARM • Fire extinguishers • Local Health Center • Civil emergencies
2. Spilled material notification In any case, the administrator and the technical manager of the project must be notified of the emergency, to coordinate the possible interventions and to evaluate the consequences of the interventions undertaken. Also, NEA and DRM should be notified for information.
3. The intervention *When A Major Water / Sewage / Chemical Spill Occurs:*

Notify the designated officer and the Emergency Coordinator immediately.

- Contain leakage with possible equipment, (eg with padding, barriers, absorbent powders, etc.).
- Secure the area and notify other personnel in the area.
- Do not attempt to clean up the leak until trained personnel arrive.
- Take care of injured personnel and if required, call 911.
- Call the nearest sewage treatment company / Fire Department (if measures have been taken) to have a check on large chemical leaks (eg mercury).
- Name of Cleaning Company:_____
- Sources: Phone number: _____
- Evacuate the building if necessary

When A Small (Large) Water / Sewage / Chemical Spill Occurs

- Notify Supervisor and/or Emergency Coordinator (select one)
- If toxic gases are present, secure the area by not allowing other personnel to enter. (with visible surrounding rains)
- Treat leaks based on the described instructions
- Small leaks must be controlled in a safe manner, by wearing special protective PPE.

4. Removal of materials

The person who made the intervention must do, as much as it is within his competence, the removal and removal of the remaining materials from the end of the emergency; for the removal of the materials, it must be considered:

- the type of waste that was generated (hydrocarbons, polluted water, chemicals, etc.)
- the danger of the generated waste
- management of these types of waste

5. Communication and registration of operations

At the end of the emergency situation, the incident report must be completed. (REGISTER FORMAT FOR ENVIRONMENTAL DANGER INCIDENTS)

Accidental spills outdoors	
Molded product	**Activity**
Mineral and hydraulic oils	• On-site maintenance of machines (e.g. oil change) • truck or other vehicle incidents with tank cracks

Phases of emergency management:

1. Risk assessment

The person who caused or identified the spills must assess whether it is an emergency situation that can be handled immediately or whether the intervention of an emergency teamis necessary. In the first case, all relief measures available in the country should be immediately activated and notified:

- The technical manager of the installation
- Environment manager.

In the second case, the following are notified:

- NEA
- ARM
- Fire extinguishers
- Local Health Center
- Civil emergencies.

2. Spilled material notification

In any case, the director and the technical manager of the site must be notified of the emergency, to coordinate possible interventions and to assess the consequences of the interventions undertaken.

Also, NEA and DRM should be notified for information.

3. The intervention

Efforts should be made to stop or limit spilled material, taking special care for personal safety (adhering to the instructions of the product safety data sheets). In case it flows into a hole, place the point where the hole has been created in such a position to reduce the exit of the liquid, to limit the spread above and below the ground or the connection with the water flows using absorbent material, located at the relevant points blocking; to create a barrier so that the liquid does not continue to spread, to be eliminated with materials and tools available on the surface of the layer and below it; to intervene with explosive material in case the spills go to the water flows, to verify the reclamation done in the area affected by the spills (if the intervention will be quick, the possibility of liquid penetration inside the contact surface or the extent of its surface area will be low) if the spill occurs inside a tank, remove the spilled material and digest it according to the installation procedures.

4. Removal of materials

The person who made the intervention must do, as much as it is within his competence, the removal and disposal of the materials left after the end of the emergency; for the removal of materials should be considered:

- the type of waste that was generated (hydrocarbons, polluted water, chemicals, etc.)
- the danger of the generated waste
- management of these types of waste

The removal of waste must be carried out in accordance with the legislation in force for waste.

5. Communication and registration of operations

At the end of the emergency situation, the incident report must be completed. Damage assessment and measures taken for cleaning and corrective actions.

Mechanical system failure

Possible causes

Some of the possible causes that can cause breakdowns in machinery/equipment are their overload, pipe cracks.

Emergency management phase:

1. Risk assessment

The person who identified the accident and the pollution caused must notify immediately:

- The technical manager of the installation

• Environment manager The environmental manager assesses the situation and determines actions to limit the spread of pollution, corrective actions and cleaning.
2. Emergency notification In any case, the manager and the technical manager of the construction site must be notified of the emergency, to coordinate the possible interventions and to evaluate the consequences of the interventions undertaken. The announcements of external structures are carried out according to the need and legal provisions: • NEA • REA (Regional Environment Agencies) • Fire extinguishers • Local Health Center • Civil emergencies.
3. The intervention After assessing the state of emergency, the actions to be taken are determined. These actions are: • Prevention of the spread of created pollution • Taking measures for cleaning • Taking corrective measures for the problem or malfunction that caused the pollution • control of the environment affected by pollution. It can be on the ground, in surface and underground waters. Conduct tests for impact assessment and report to NEA. • Review of procedures and environmental management system to minimize and/or avoid the same incident.
4. Removal of materials The person who made the intervention must do, as much as it is within his competence, the removal and disposal of the materials left after the end of the emergency; for the removal of materials should be considered: • the type of waste that was generated (hydrocarbons, polluted water, chemicals, etc.) • the danger of the generated waste • management of these types of waste The removal of waste must be carried out in accordance with the legislation in force for waste
5. Communication and registration of operations At the end of the emergency situation, the incident report must be completed. Damage assessment and measures taken for cleaning and corrective actions.

Accidental releases of dust into the atmosphere	
Released product	**Activiy**
Dust	They can come from transport vehicles and from the installation process
1. Risk assessment The person who caused or identified the situation must assess whether it is an emergency that can be handled immediately or whether the intervention of an outside team is necessary. In the first case, all relief measures available in the country should be activated immediately. in	

the second case, the Fire Department and/or the Local Health Enterprise are notified.
2. Emergency notification In any case, the director and the technical manager of the site must be notified of the emergency, to coordinate possible interventions and to assess the consequences of the interventions undertaken.
3. Interventions Efforts should be made to stop or limit the exits, taking care of the safety of the personnel, block the transport system, prevent the distribution of the exits or cooperation towards water leaks; aspiration and/or extraction with the appropriate materials and tools of the dispersed material to verify the reclamation of the area affected by the exit.
4. Removal of materials The person who made the intervention must do, as much as it is within his competence, the removal and disposal of inhaled dust; these must be deposited in an appropriate manner and removed from the waste disposal area.
5. Communication and registration of operations At the end of the emergency situation, the incident report must be completed.

Table 18 Accidental fire drop

Possible causes
Improper storage or processing of flammable or combustible substances, accumulation of waste, other combustible material that catches fire quickly, defective electrical plants or tools used, overloaded or unprotected electrical network, electrical equipment left plugged in even when not used, blockage of ventilation of heating equipment, machinery, electrical equipment.
Emergency management phase:
1. Risk assessment The person who caused or identified the fire must assess whether it is an emergency that can be handled immediately or the intervention of an external emergency team is necessary. In the first case, all relief measures available in the country should be immediately activated and notified: • Installation technical manager • Environment manager In the second case, they are notified: • NEA • ARM • Local Health Center • Civil emergencies
2. Spilled material notification In any case, the director and the technical manager of the site must be notified of the emergency, to coordinate the possible interventions and to assess the consequences of the interventions undertaken.

Also, NEA and DRM should be notified.
3. The intervention To limit the development of smoke and heat with the available tools, to remove the ecectic feeding network in the area involved in the fire, to intervene with the available extinguishing tools, to follow the general instructions drawn up in the safety plan in case of fire in installations.
4. Removal of materials The person who made the intervention must do, as much as it is within his competence, the removal and disposal of the materials left after the end of the emergency; for the removal of materials should be considered: • type of waste generated (ash, chemical waste, electronic waste, etc.) • the danger of the waste generated by the management of these types of waste The removal of waste must be carried out in accordance with the legislation in force for waste.
5. Communication and registration of operations At the end of the emergency situation, the incident report must be completed. Damage assessment and measures taken for cleaning and corrective actions.

The report must be completed by the one who caused or resolved the situation. The following are the main elements that should come out of completing the report.

Generality of the editor of the report
Description of the emergency
date
Country and area affected
Description of substances and materials included
Ways of intervention
Date Company
Delivered...

MEASURES FOR ENVIRONMENTAL MANAGEMENT

Actions for environmental management, control and prevention Provision of individual protection of veins available to workers

As an individual protection, operators who operate or stay in the work environment will have to dress according to the risk to which they may be exposed:

- FFP2 type filter mask suitable for harmful dusts and medium poisoning risk;
- nitrile coated work gloves for maintenance and cleaning activities;
- disposable neoprene gloves;
- work clothes;
- Tyvek overalls with a use to limit the contamination of the work clothing and in case of actions that may cause splashes from the materials;

- Vest that can be seen very well in the premises in which the movement of vehicles is present; all the means of action present will have as a collective security system the automatic acoustic announcement together with the reverse gear;
- Protective helmet;
- Safety socks;
- Safety boots;

In the summer period, to limit the presence of excess dust, the environment must be kept moist by constantly moistening it.

REHABILITATION PLANS IN CASE OF ENVIRONMENTAL DAMAGE

The most likely environmental damage on a significant scale in the case of construction and operation of the project is the extension of the time of temporary disposal of construction waste. In this case, the first planned action is the localization, limitation and control of environmental damage. Immediately after that, the procedure of eliminating the deposited material or removing the contaminated material, as well as the procedures for cleaning the rainwater sewers, comes into action.

This practice will be maintained and the experience gained will be applied in the event of an emergency and environmental damage. Rehabilitation is related to the cause that brought the damage, therefore the rehabilitation plan is considered inseparable from the emergency plan.

Evacuation of people in case of fire

The main objective in an emergency plan is to rescue people who are in dangerous environments. In the evacuation plan, the use of evacuation routes, the location of gatherings, the speed of movement, the fluorescent signs of the direction of movement are taken into consideration.

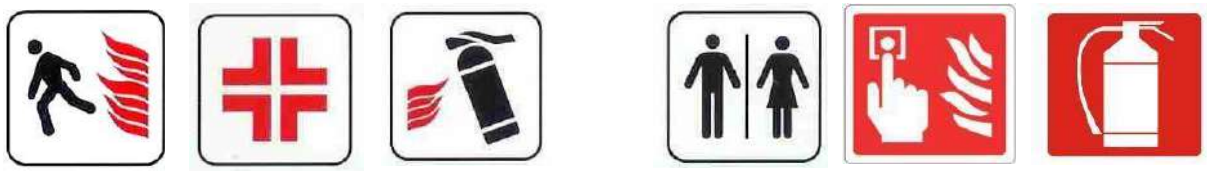
The placement and organization of the construction site provides great opportunities for the operation, service and intervention of firefighting equipment, evacuation of people and equipment.

The internal environment of the construction site should be equipped with sufficient spaces for work and evacuation in case of fire.

The way of movement of people in case of emergency should be shown graphically in the schemes that will be prepared.

In the system of exit routes, there should be no obstacles (deposits, equipment, raw materials, items, etc.) that make it difficult to evacuate people.

Some of the signs used that show the way of movement and the location of fire protection equipment will be as below:



FIGURATIVE MATERIALS

In the vicinity of the stairs, signs should be placed on the right to indicate the direction to the emergency stairs:

In the corridors, signs should be placed to the left or right according to the shortest route to the nearest exit door:

"No smoking" signs should be placed in corridors and common areas (possibly the one on the right).

In corridors and common areas, one of the two signs should be placed on the right, which should be accompanied by direction arrows to orient you to the nearest location of the fixed

In the corridors, near the elevator, signs should be placed on the right:

In each corridor, near the loudspeaker, a sign must be placed on the right, indicating the location of the manual control of the loudspeaker..

Other tables you can use are::

In corridors and common areas, signs should be placed on the right to inform about the emergency number:

DANGER SIGNS-WARNINGS-TASKS-FIRST AID-FIRE EXTINGUISHING

SIGNS	MEANING	SIGNS	MEANING	SIGNS	MEANING	SIGNS	MEANING	SIGNS	MEANING
	NO SMOKING		HAZARD OF TRIP		MANDATORY USE OF PROTECTIVE GLASSES		FAST HELP		FIX THE FIRE
	EXTINGUISHING WITH WATER IS PROHIBITED		GENERAL RISK		MANDATORY USE OF PROTECTIVE GLASSES		ROAD/ EMERGENCY EXIT		FOR FIRE EXTINGUISHING
	THE USE OF NAKED FLAME IS PROHIBITED		VOLTAGE DANGER (HIGH VOLTAGE)		MANDATORY USE OF PROTECTIVE MASK		BARRELS		DIRECTION TO BE FOLLOWED
	ENTRY OF SPECIALLY UNAUTHORIZED PERSONS IS PROHIBITED		FLAMMABLE/HIGH TEMPERATURE MATERIALS		MANDATORY USE OF HEARING		WASH YOUR EYES		STAIRS
	DO NOT TOUCH		HARMFUL MATERIALS		MANDATORY BODY DEFENSE		DIRECTION TO BE FOLLOWED		
	NON-POTABLE WATER		TOXIC MATERIALS		GENERAL OBLIGATION		TOXIC MATERIALS		

Signs should be placed in corridors and common areas to inform about the emergency number:

Extinguishing small fires in electrical equipment, etc.

For extinguishing small fires in equipment, etc., foam extinguishers, chemical powder or carbon dioxide are used. When using the fix, proceed as follows:

- Keep your cool in performing any action in the event of a fire. Don't run, but hurry.
- If possible, disconnect the source of electricity.
- Stay away from the fire no less than 1 to 2 m.
- The head of the current is directed inside the fire from above it
- The current of foam is discharged and the direction of the current of foam or dust in the form of rain on the fire is adjusted.

How to use the hydrant

A hydrant system is used to extinguish large fires. When using the hydrant, proceed as follows:

- Remove the fuse and open the lid
- Lay the pipe on the ground,
- Tighten the water thrower
- Open the faucet counterclockwise
- Direct the stream of water towards the flames
- When we finish, turn off the faucet
- After each use, the maintenance personnel must be notified

Fire protection and rescue project in the work department

The fire protection system respects all mandatory state requirements that have to do with the standard norms that are currently in force in Albania.

During the process of designing and applying the system, it is good to contact the local authorities of MKZSH to ensure a testing and approval of this installation.

In the office, the fixed device can be with carbon dioxide CO_2 with a volume of 8 liters. Smoke and fire detectors should also be installed in the office and in the bar.

Action plans for emergency events.

General classification of fires

In order to use suitable extinguishing agents during the fire protection process, in function of materials that can catch fire, the fire class must be taken into consideration.

Based on contemporary norms/standards, fire extinguishing equipment is classified into five classes.

The European DIN EN standard for these switches distinguishes the following classes:

FIRE CLASSIFICATION TABLE				
1		Class	A	Fires originating from solid objects such as wood, paper, plastic and textiles
2		Class	B	Fires originating from liquid materials, such as benzene, benzene, diesel, alcohol, oils, etc.
3		Class	C	Fires originating from hot materials such as methane, propane, butane, GPL, etc.
4		Class	D	Fires that originate from metal materials such as aluminum, magnesium, sodium, etc.
5		Class	E	Fires originating from live equipment.
6		Class	F	Fires that have their source from cooking food in the kitchen.

Class "A".

Fires involving freely burning materials such as wood, paper, textiles and other coal-based materials.

Suitable fixatives, water, foam, powder of three categories A, B, C and fixatives with chemical filling. Fixes are with white, yellow or blue labels.

Class "B".

Fires that fall in flammable liquid oil, diesel fuel, solvents, lubricants and kerosene. Alcohol and cooking oil are not included.

Suitable fixatives, water, foam, powder of three categories A, B, C and fixatives with chemical filling, carbon dioxide. Fixes are with yellow or blue labels.

Class "C".

Fires that are in flammable gases, butane, propane.

Suitable fixtures with dry powder A, B, C and fixtures with chemical filling, carbon dioxide. Fixes are with blue labels.

Class "D".

Fires that occur in flammable metals, sodium, lithium, magnesium and aluminum when it is powdered.

Fixed L2 powder and M28 powder. Fixes are with blue labels.

Class "E".

Fires in electrical equipment.

Fixes with ABC powder, dry powder and carbon dioxide CO2. Fixes are with blue labels.

Class "F".

Fires in cooking oil or fats.

Fixed with chemical filling. Fixes are with yellow labels.

The most frequent causes and risks of fires from activity

- Improper storage or processing of flammable or combustible substances
- Accumulation of waste, paper or other combustible materials that can be easily ignited (accidentally or loosely)
- Non-compliance with safety rules when using open flames or devices that release heat
- Not cleaning workplaces from easily flammable materials
- The burning of cables, electrical equipment as a result of overloading or their operation when they are defective and without correct technical protection.
- Burning of cables, electrical equipment as a result of modifications or repairs by unqualified and licensed personnel.
- Burning of cables, electrical equipment as a result of their being under voltage when they are out of use.
- -mproper use of portable heaters.
- Damage to ventilators, heating units, machines and electrical appliances.
- Smoking and throwing it in places where wood is stored.
- Increase in temperatures due to the heat of the summer months and the lack of ventilation.

Protection from falling under voltage and electrical plants;

The electrical plant must be built in accordance with legal acts and technical safety norms in force.

The grounding of electrical equipment and machines is done by connecting complex metal bodies, which have in their composition metal electrodes connected between them with metal tape.

For nulling the electrical equipment, the zeros of the power cables are used. In order to prevent and minimize fires, electrical plants must meet these conditions:

- They must not create premises for fire and explosion;
- They must not create sources or food routes that favor the spread of fire;
- To be equipped with devices in the "readiness" and "protection" position, where the indicators of the circuits to which they belong must be clearly placed (the latter marked).
- The supply of fuses must be short automatic disconnection, less than or equal to 0.5 seconds for distribution, alarm, lighting plants and less than or equal to 15 seconds for fire-fighting equipment and hydraulic fire-fighting plants;
- The independence of the fuse feed must meet the requirements of quick assistance and shutdown in the necessary time.
- In any case, the minimum independence must be stabilized for each plant as follows:
  - notification, detection, dictation, alarm: 30 minutes;
  - safe lighting for 30 minutes;
  - fire fighting equipment: 1 hour;
  - fire hydric plants: 1 hour.
- Installations of generator sets must conform to the technical norms defined in force.
- The lighting installations must provide a lighting level of no less than 5 lux at a height of one meter, on the stepped floor in the exit roads;

- Emergency lamps with independent power supply should be placed in the vicinity of the fixtures and in passageways and movement corridors, lighting fixtures that provide lighting for at least 30 minutes;
- The general electrical framework must be placed in a visible, easily accessible position, outside the building, and have an indicator with a signal and protected from fire.
- The emergency lighting system must be installed in the passageways of employees and customers, which must guarantee sufficient lighting and signaling for evacuation routes.
- This system must have an independent power supply, which must ensure the extension and level of illumination, for a normal evacuation of the building in time.

Different devices will have special protection against voltage drop.

At the entrance to the network, immediately after the electric meter, a box equipped with the main power control switch as well as a special automatic switch for the main power consumers should be placed so that a possible defect does not take out the entire operation.the system.

The general electrical panel must be placed in a visible position, easily accessible, and have an indicator with a signal and protected from fire.

The main equipment must be equipped with an automatic protection system. The sockets must be equipped with grounding devices and nullified. For grounding, a galvanized plate must be placed on the ground outside the site at a depth of up to 1.5 meters.

For protection from secondary lightning phenomena of high potential currents, the metal bodies of the lighting poles are connected to the grounding structures with the resistance ofthe passing current no more than 50 ohms.

Action plan in case of an emergency situation

For construction sites, the following cases should be considered as emergency events:

- Fire or fire source in the territory of the construction site and in its vicinity.
- Explosion
- Damage to employees, customers and other personnel in the site environment.
- Drop in voltage due to electrical defects of the equipment
- In this plan, the key information that serves to put into action in the first moments the maneuvers and measures in the shortest possible time of these main objectives should be included as below:
- Rescue and evacuation of people
- Safeguarding of equipment, machinery in the process
- Fire control and limitation
- Protection of goods and equipment
- Complete extinguishing of the fire

Well-constructed emergency action plans also provide for operations to restore the initial state of work processes in a reasonable time.

Elimination of ignition sources.

The elimination of ignition sources consists of the following preventive actions:

- Prohibition of smoking by not allowing matches and lighters from the entire work environment (office, environment of work departments, exposure of materials, storage of products, etc.)
- Separate (isolate) equipment that may have a source of open flame or in the form of sparks (gas tanks, oil tanks, boilers, water heaters)
- To maintain electrical networks and equipment in order to eliminate the generation of electric charges, friction or electrostatic sparks that can create a source of fire. We must ensure an electrical connection and grounding of possible equipment and machines.
- When working more dangerously, such as welding, cutting, etc., we must remove combustible materials in the vicinity and the work must be carried out under strict supervision, having a fixed presence of suitable fire in the peninsula.
- Other devices such as mobile phones and other communication devices, chargers and computer equipment can generate electrical sparks. These devices must be used within the recommended distance limit.

Emergency notification procedure.

A good emergency management starts with the speed and accuracy of notifying the emergency teams.

The help service should be a simple notification, with a telephone network. The reporting procedure should be direct, through the telephone when possible. In the case of the public telephone network, the number of the fire brigade (128 and 112) must be well placed to be clearly visible on the service telephone apparatus as well as in other places along with other fire protection measures. The landline is in the office. The manual control key for the alarm siren should also be placed near the phone.

A request for assistance must contain the following information:

- Address and phone number
- The type of emergency assistance that is requested
- Damaged or injured persons
- Type of damaged building
- Stage of development (stabilized, expanded, with a tendency to increase)
- Other features for (damaged materials, the need to remove vehicles at a distance, etc.)
- Data for the road

Extinguishing small fires in electrical equipment, etc.

Extinguishing small fires in electrical equipment, etc.

For extinguishing small fires in equipment, etc., foam extinguishers, chemical powder or carbon dioxide are used. When using the fix, proceed as follows:

- Keep your cool in performing any action in the event of a fire. Don't run, but hurry.

- - If possible, disconnect the source of electricity.
- - Stay away from the fire no less than 1 to 2 m.
- - The head of the current is directed inside the fire from above it
- - The current of foam is discharged and the direction of the current of foam or dust in the form of rain on the fire is adjusted.

How to use the hydrant

A hydrant system is used to extinguish large fires. When using the hydrant, proceed as follows:

- Remove the fuse and open the lid
- - Lay the pipe on the ground,
- - Tighten the water thrower
- - Open the faucet counterclockwise
- - Direct the stream of water towards the flames
- - When we finish, turn off the faucet
- - After each use, the maintenance personnel must be notified

Action plan in case of an emergency situation.

This plan should include the key information that serves to put into action in the first moments the maneuvers and measures in the shortest possible time of these main objectivesas below:

- Rescue and evacuation of people
- Safeguarding of plants in process
- Fire control and limitation
- Protection of goods and equipment
- Complete extinguishing of the fire

Well-constructed emergency action plans also provide for operations to restore the initial state of work processes in a reasonable time.

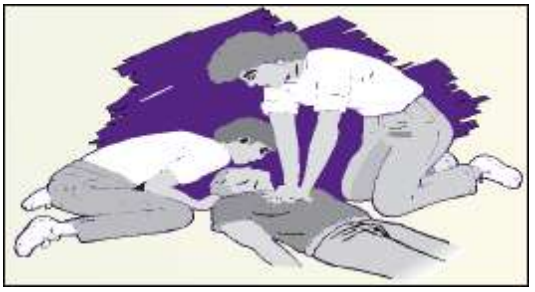
Increasing the responsibility and care of employees for the prevention of fires caused by carelessness.

In order to avoid the occurrence of fires due to the carelessness of employees, these measures must be taken

- Training of employees every two months on the risk of fire and on the knowledge they should have for extinguishing possible fires
- The personnel of the activity, at least 2 times a year, must be called to the meeting for the use of the alarm instructions and the call for help, as well as for the evacuation exercise for the movement on the floors and in the possible emergencies foreseen.
- To place in visible places warning signs on the rules that must be applied, such as: "Smoking is prohibited", "How to use hydrants and fire extinguishers", "How to leave quickly", etc. - To check continuing fire protection equipment technician

- To instruct personnel and employees for immediate evacuation in case of emergencies.
- Continuous technical control of fire protection equipment should be carried out
- Check the technical skills of the people working in the department
- To conduct joint exercises with the firefighters of the respective district.

FIRST AID / INJURY TREATMENT



In case of damage to any employee within the subject, he must be informed about the EMERGENCY. The employee must ensure that the first aid must be immediate to the injured person.

Some of the workers charged with this purpose should be trained by the "Albanian Red Cross Service" for quick medical assistance.

The equipment for the treatment of damage is available all the time in the company near the professional health center.

The employees are following the advice given by the professional health center for the subsequent treatment of the injury.

The employee must arrange the expenses for medical treatment, including the price that the injured person needs to stay under the care of doctors.

How to act in some emergency cases.

Artificial respiration (mouth to mouth)

This type of service is available in cases where the patient suffers shock from shock, immediate trauma, fall from a height, heart attack, drowns, loses consciousness, etc. When there is no rise and fall of the chest, immediately start mouth-to-mouth breathing. We place the victim on his back in a strong place, as a second step we quickly clean the mouth to free the airways from vomit, artificial teeth (prostheses), and further with two fingers (index and middle) from below the chin and lift the patient's head. At the same time, you should place your other hand on your forehead to push your head from behind at a 90 degree angle. The third step is to block the nose (with the hand you placed on the patient's forehead) while the other hand is held on the chin. Take a deep breath and give it immediately, as quickly as possible. If there is a pulse, continue to breathe in fragments of 5 seconds, watching the movements of the patient's chest. Continue like this until the victim breathes on his own and the specialized emergency service comes to help.

Heart attack

Signs are: prolonged pressing pain or unusual discomfort behind the chest plate. The pain spreads to the shoulder, neck, arm or jaw. Association with sweating, nausea, vomiting, difficulty breathing. Sometimes the person calms down and then the above signs reappear. In these cases, minutes are precious, call the doctor urgently**.**

Cardiac compression (pressing the heart)

This technique is used together with mouth-to-mouth breathing, to ensure the movement of blood from a heart that has stopped. This is done by combining 15 compressions and 2 mouth-to-mouth breathing. To understand whether the heart has stopped or not, we must lookat the pulse, checking the two lateral arteries of the neck, which are called the carotid arteries.If there is no pulse, continue heart compression immediately**.**

Burn

To ease the pain, the anesia is immersed in ice water. Do not remove burnt clothing. Pop the skin blisters and put ointment or oil on them. Cover the burned part with dry and clean gauze. In severe burns, take the patient to the hospital as soon as possible**.**

Hemorrhage and Wounds

To stop the bleeding, forcefully press the two lips of the wound with two big fingers. Clean the wound around being careful not to disturb the clotted blood in it. Keep the bleeding part pressed with a cloth or a piece of clean cotton and bandage it tightly. If the flow does not stop, apply sterile gauze or any clean cloth, ironed with a hot iron, and squeeze tightly with your hand or another bandage.

Shock (from an instant hit)

The signs are: paleness, cold skin, fast pulse, shallow breathing, weakness. Calm the patient by laying him on the ground in absolute calm, loosen tight clothes, wrap him in a blanket or jacket, but without overheating him. On the contrary, provide artificial heating or iron it.Take the patient to the hospital as soon as possible**.**

Poisoning

If the victim is unconscious, use only artificial respiration. Those who are aware that they have been damaged by corrosive poisons that destroy tissues (such as acids, etc.) should drinklarge amounts of milk. In cases of poisoning with sleeping pills or sedatives, vomiting should be provoked by stimulating the throat or by giving the victim a warm glass with two spoonsof salt to drink**.**

Fictitious.

Sit down the person you care about. Wet your face with cold water. Lower your head below your knees. If he loses consciousness, lay him on the ground, turn his head to the side and give him to smell ammonia. If the condition does not improve, keep absolutely still and notify the doctor**.**

Broken Bones

Fractures should move as quickly as possible. Fix and support the damaged part as soon as possible. The arms should be secured delicately behind the body. When the leg is broken,

leave the injured person lying down in the most suitable position. Call only the specialist doctor or the medical emergency. Along the way, connect the broken leg with the healthy one. When there is an open wound, it is noticed that it pierces the skin. When there is no openwound, there is a risk of damaging the skin, it is carefully controlled with your hands.

Spinal cord injury is characterized by severe pain in the back at the site of the impact, swelling, numbness in the legs and difficulty moving.

If the fracture is open, the bleeding is initially stopped. The wound is tied, then dressing is done (bandaging). Bandaging is done in the state it is in without trying to forcefully restorethe bone to its previous state, it is tightly stretched and with a very long bandage to wrap the nearby joints as well.

Place the fractured side in a relaxed position using a triangular pad as an arm brace. A triangular tie or other triangular scarf could also serve as a fastener. Actions for providing first aid in cases of broken bones: We must slowly and carefully remove the injured person from the vehicle (in case of road accidents), without hurrying. Do not bend the spine in any way. It should be transported by three to four people, one of whom must hold the part of the spine with both hands down. When the person with a damaged spine is unconscious, they are placed in a lying position on the boat with a wrap under the hips and chest. Transportation is primarily about convenience, not speed.

First aid in the event of a broken spine:

Twisting (sprain) It comes from the exit of the shaft from the joint shell (displacement of the bone heads), damage to the ligaments that appears with pain and swelling, the inability to move and support the leg. Actions for providing first aid for cases of joint injury (sprain): Compress with cold water and ice. Movement is not allowed and care is taken duringtransport or specialized medical service is obtained. Freezing from the cold. Warm the frozen parts of the body with water at a temperature of 38-40 degrees C. Do not use reflectors or hot water bottles.

Sunstroke First aid for heatstroke is different.

Remove clothing to allow body cooling. Use cold water compresses to speed up the cooling of the body. Wash the body with cold water. The best solution is to: Rest, go to a fresh environment. Drink lots of water. But no soft drinks, no sparkling water, even worse alcohol! Avoid long stays in the sun, burns: Stay out of the sun's rays from noon to 3:00 p.m. I wear hats, sunglasses and flannel and also cream with factor 20 or even higher. Sunscreen should be applied 20 minutes before going out in the sun and applied regularly afterwards, especially when entering and exiting the water. If you get sunburned, make sure you apply plenty of moisture to the sunburned area and don't expose that area to the sun.

Loss of fluids from the sun (Dehydration)

Give the patient a few sips of salt water, half a glass of water every 15 minutes for an hour. Undress the victim and apply cold water compresses to the body. Keep the legs in an elevated position. Then send the patient to the hospital.

Insect bites

Insect bites: various are common on vacation. Most of these insect bites cause only a local reaction including redness, swelling, pain and itching. But sometimes some people react differently and this should be treated immediately by a doctor. Take with you sprays against the bites of mosquitoes and other insects. And if you are bitten, remove the sting from the skin and clean the bite site well with soap and water. I keep an ice pack on it to cool the affected area and also apply antiseptic cream to avoid infection. Try to remove the sting thatis stuck in the body and apply calamine lotion to the bitten area to avoid itching. If the person loses consciousness or has body swelling, the doctor should be called immediately.

Training and practice of department personnel for actions in emergency events. Educational training of personnel

Based on the labor code and other regulations, the employment of a new employee must be accompanied by his instruction and training by licensed and authorized persons. Also, the persons charged to act in case of emergency events must carry out continuous training.

Training should include:

- Explanation of the risks associated with work in mineral processing activities
- Explanation of possible risks in this activity
- Work rules for using equipment under pressure
- Operation, operation and use of electrical equipment located in the department, etc.
- Explanation of the dangerous areas in this subject
- Correct learning and memorization of the address (location) of the subject in order not to be forgotten while dealing with the emergency situation.
- Familiarization with internal and external alarm devices.
- Familiarization with the different classes of fire and the appropriate use of fire fixtures.
- Practical training in the use of fire extinguishers.
- Familiarization with emergency procedures for each specific scenario.
- Recognition and reporting of equipment defects

The educational training consists of easy evacuation, first intervention and setting the alarm system in motion.

The person in charge of the activity must accept in order that, in case of fires, the personnel will be able to correctly carry out the operation for the first intervention with the available equipment, moreover, to activate the alarm system and the emergency call system. assistant

These operations must be clear and indicative of the persons in charge in written form.

The personnel of the activity, at least 2 times a year, must be called to the meeting for the use of the instructions for the alarm and the call for help, moreover for the evacuation exercise for the movement on the floors and in possible foreseen emergencies.

-Movement plan (implementation)

In case of fires, the personnel of the activity must have been forced to follow the movement instructions, specifically:

- application of the instructions written on the equipment;
- effective contribution to the evacuation of all employees.

Procedures undertaken in case of fire.

The procedures that are undertaken in the event of a fire are different, first of all, for the choice of actions in different environments, but the general procedures that are used in the event of a fire being discovered are:

- Familiarize yourself according to the predetermined procedures
- In the case of a major fire, assess the situation, decide whether it is possible to put it out immediately with hand fire extinguishers.
- Do not attempt to extinguish it with portable hand tools if you are not sure that it can be extinguished with them.
- Activates the fire alarm/or notifies the fire station by No: 128, 112, provides specific information such as the identity of the caller, the place where the fire/incident occurred, other information such as road blockage, etc. to help in arriving as to the fire brigade as soon as possible.
- The administrator and the technical manager and the emergency personnel who are on duty in the respective unit are notified immediately.
- Stop fumigation with gas and electricity, if any.
- Limit the spread of fire, smoke, close doors or possible partitions.
- Start the extinguishing action only when you are guaranteed the escape routes and you are sure of the protection from behind and you have the presence of other people.
- Make sure that all employees are evacuated.
- If you cannot get the fire under control in a short time, go outside the building and give the proper description of the situation to the fire brigade.
- Cooperates with guards and employees of neighboring companies to strengthen preventive measures.
- All fire protection equipment and hydrants are put into operation.
- He tries to put out the fire with the fire extinguishers located nearby.
- The administrator must notify the labor inspectorate, the police, and other competent institutions.

Procedures undertaken in case of alarm.

Also in this aspect, the procedures that are undertaken in the event of an alarm are different for different types of fires (buildings with a significant number of employees, businesses, etc.). However, in cases of alarm there are also general operations that are followed:

- Keep calm (good knowledge of the procedures helps a lot in the correct performance of the actions, this is helped by the trainings carried out with the personnel)
- Strictly respect the actions described in the emergency plan.
- Exclude the possibility of transmitting the plan to a third person.
- The administrator and the technical manager are notified immediately.

- Give assistance to anyone who is in a difficult position, if you can.
- Leave immediately according to procedures.
- Do not enter the building unless normal conditions have been established.
- Electricity supply within the subject's territory is interrupted.
- Evacuate following evacuation plans. Don't run but hurry. Do not run against the current even if they call you. If someone in front of you crashes, help them and don't overtake them, as you or the person behind you might crash.
- Do not shout during the exit, keep calm.
- The fire station and the ambulance service are notified.
- All fire protection equipment and hydrants are put into operation.

Methods of removal.

The main objective in an emergency plan is to rescue people who are in dangerous environments. In the evacuation plan, the use of evacuation routes, the location of gatherings, the speed of movement, the fluorescent signs of the direction of movement, etc. are taken into consideration.

Table 19 Annex 1

INDICATIVE LIST OF RISKS			
1	Mechanical risks	1.1	Machinery and parts of unprotected tools in motion (pressing, cutting, impacting, tearing, drilling,pulling, catching).
		1.2	Uncontrolled movements of parts and objects (moving, falling, spinning, sliding, flying).
		1.3	Parts with dangerous surfaces (sharps, corners, points, protrusions, broken parts)
		1.4	Mobile transport equipment (pressing, impacting, passing over bending, falling down).
		1.5	Falling, slipping and tripping on the same level (slippery, non-level, unsuitable, unsystematized surfaces).
		1.6	Falling from a height (from vertical ladders, ladders, scaffolding, up to 3m, more than 3m, in unprotected open areas, holes and channels).
		1.7	Occupancy and suffocation (from soil, building materials, particles, water or other liquids).
		1.8	Confined or crowded spaces (bumping and hitting fixed parts).
2	Electrical risks	2.1	Live parts (working on or near live equipment, insulation breakdowns, incorrect installations,

			unsuitable equipment).
		2.2	Electric arc (short circuit, current work, electrostatic discharges).
3	Fire and explosion risks	3.1	Solid media, flammable liquids, gases.
		3.2	Explosive substances (explosives, pyrotechnic articles)
		3.3	Explosive atmosphere (through gases, vapors, mist, dust).
		3.4	High pressure vessel.
		3.5	Electric arc
4	Thermal risks	4.1	Objects, surfaces, hot materials (open flames, hot surfaces, liquids and steam, splashes from hot materials).
		4.2	Cold objects, surfaces, materials (surfaces, objectsand parts of cold equipment and installations, freezing agents)
5	Chemicals	5.1	Abrasives (R 34, R 35)
		5.2	Irritants (R 36, R 37, R 38)
		5.3	Allergens (R 42, R 43)
		5.4	Toxins (R 20, R 21, R 22, R 23, R 24, R 25, R 26, R 27, R 28, R 39, R 48, R 65)
		5.5	Carcinogens (R 40, R 45, R 49).
		5.6	Mutagens (R 46).
		5.7	Reprotoxins and teratogens - (R 60, R 61, R 62, R 63, R 64).
6	Dust	6.1	Fibrogenics.
		6.2	Others.
7	Biological Risks	7.1	Pathogenic micro-organisms (bacteria, viruses, parasites, fungi).
		7.2	Allergenic and toxic substances from microorganisms.
8	Phisical Risks	8.1	Ionizing: X-rays, radioactive elements.
		8.2	Non-ionizing: UV, infrared, radio waves, laser.
		8.3	Electromagnetic field

		8.4	The noise.
		8.5	Trembling of the whole body.
		8.6	Shaking hands and arms.
		8.7	Negative pressure, over pressure
9	Factors of the working environment	9.1	Lightning.
		9.2	Microclimate.
		9.3	Working outdoors
		9.4	Lack of oxygen.
		9.5	Working in a wet environment.
10	Physical exertion	10.1	Dynamic busy work.
		10.2	Repetitive movements
		10.3	Static work (long-term awkward, forced and fixed body positions).
11	Work organization	11.1	Mental load.
		11.2	Stress load.
		11.3	Sensory load at work.
		11.4	Harassment, violence, harassment.
		11.5	Inadequate organization of work.
12	Other risks	12.1	From animals: allergy caused by animal parts, animal bites and stings, poisoning.
		12.2	From plants: allergy caused by plants.
		12.3	Exertion from the use of personal protective equipment.

Emergency Coping Plan

Purpose

The purpose of this instruction is to decide on the measures to be taken that have to do with extraordinary events and accidents caused by random events or human errors that are capable of causing great damage or loss to people or/ and the environment, with a potential negative effect for the company's personnel, the personnel of possible subcontractors working in the installation, as well as third parties visiting the installation.

Emergency Plan (EP)

Emergency plans describe possible dangerous situations that may arise during work, the procedures and measures for dealing with the situation, as well as the special actions that must be taken by the personnel to ensure their integrity in exceptional cases.

The completeness of such a plan and the prediction of possible or less likely emergencies, the development in cooperation with the training personnel without warning, will ensure at least the reduction of destructive effects (human injuries, destruction of work premises, etc.).

The emergency plan also describes organizational actions for support and provides guidance for management staff and handling emergencies. This includes the actions to be taken in case of emergency, which situations cause or may cause danger to life, property or the environment.

During the execution of the works, the "Emergency Plan" will be effective to ensure the protection of employees from accidents and injuries, the safety of the public as well as the protection of the environment, in the event of emergencies and/or dangerous incidents that may cause threats such as above.

For any emergency or unforeseen situation that may occur during the development of the activity, a concrete and complete Action Plan must be prepared. It must contain a description of each possible alarm and the immediate procedural actions that must be performed. Each plan must be ready at the beginning of the works and during the works the personnelparticipating in the installation will take part in the training for recognition and readiness. Thetraining aims to teach the alarm procedures, so that they are always ready to implement the procedures in an effective and safe manner, if necessary, as well as to reduce the destructive effects to a minimum. In addition, the safety equipment of the workers and the equipment available in the installation areas must be suitable for dealing with emergencies (flashlights, whistles, oxygen masks, etc.)

- Objectives

The main objectives are:

1. Minimizing, as much as possible, the risk to human life, environmental impact and assets in case of an accident or emergency situation, ensuring an effective and efficient intervention.
2. Guaranteeing correct and accurate information on emergency situations through a good communication system.
3. To ensure the proper management of emergency situations through an efficient and effective response with all dedicated resources.
4. To provide the initial procedure, on the detailed roles and responsibilities and actions to be taken by the emergency management team.

The action plan of the Emergency Plan should contain:

a. A training seminar
b. A table with awareness actions
c. A center of communication and coordination of actions
d. Readiness exercises
e. A table with anticipated or unexpected alarms
f. A large or complete table where planned or unplanned exercises/training are placed

The Emergency Plan includes a list of telephone numbers (GM, Fire, Police, Emergency, Hospital, Technical Director, Emergency Team Persons), as well as the following information:

The Emergency Team responsible for each work area, the personnel necessary for the rescue and guidance of employees and other persons in the place of activity, must be properly trained, in order to respond immediately and adequately to a possible incident. . The names oftrained personnel for the emergency team will be posted in visible places in each shift and workplace.

In addition, the plan must include the evacuation plan and all facilities, equipment and machinery of the company with the descriptions of the following data:

a. Workplaces and equipment (machinery and floor plans)
b. Ways of salvation
c. Emergency exits
d. Gathering place for personnel
e. Place of first aid
f. Location of first aid boxes and fire extinguishers

In order to make the most possible and effective implementation of the emergency plan, the following factors must be taken into consideration:

a. Placing the persons responsible for activating the evacuation alarm for the entire facility (or part of it) and defining their respective duties
b. A description of the actions taken for the immediate suspension of work in the facility or part of it that is being evacuated
c. A description of safe evacuation actions and the exact determination of escape routes, emergency exits and safe location for personnel
d. A description of the security personnel (Emergency Team), the tools and equipment used, the conditions necessary to stay safely in the section or facility that is being evacuated, as well as the actions taken to remove the personnel
e. An immediate count of employees in the evacuated section to identify potentially missing persons.
f. Continuous training of emergency personnel and team and performance measurement or periodic and/or extraordinary training in relation to each emergency plan.

Potential risks

The possible risks that may occur are::

a. Accidents at work and road accidents during working hours
b. Extreme weather conditions (force majeure)
c. Terms
d. Fire or explosion
e. Flooding
f. Collapse of the structure

The emergency plan should ensure a cooperation with the competent authorities and in particular with the Service Sector of the Ministry of Health, the Police Directorate, the Emergency Service and the Regional Hospital. A list with the above numbers must be placed

in a visible place on the construction site, so that it is in everyone's attention and updated whenever there are changes.

In cases of risk, appropriate measures can be taken, or case by case, depending on the workplaces involved and their exposure, in order to guarantee that workers are able to leave their workplace in a safe manner. immediate and safe. The escape routes and emergency exits must be in proportion and adapted to the facility/installation, to the use and areas of the workplaces, access and traffic in the respective corridors, as well as to the number ofemployees. The escape corridors must follow the shortest and safest routes and lead to a safe area and in the open environment, they must be marked as (emergency exits).

Work accidents and road accidents at work

In the case of an accident at work or road accident, employees are obliged to notify the supervisor and the responsible member of the emergency team who has received the appropriate first aid training. The member of the emergency team, after providing first aid, will decide if the emergency service should be called to take the accident victim to the hospital. The responsible person must ensure that the scene of the accident is kept intact until the accident is investigated by the competent authorities (State Labor Inspectorate, Traffic Police, etc.).

In particular, in road accidents, the responsible person must place the appropriate signage in order to signal other drivers passing on that road axis.

Extreme weather conditions

The term "extreme weather conditions" refers to intense and prolonged rainfall, large storms, unusual snowstorms or frosts in the area where the activity is taking place, extreme heat for a long time and very strong winds. It should be noted here that the supervisor must make a request to the meteorological service to receive notifications when there is any forecast for such phenomena.

Earthquakes

In the event of an earthquake, the person responsible for the area must gather the personnel under his responsibility and lead them through the escape routes to the predetermined safe area. After they have gathered in a safe area, he must count to identify all the people whomay still be in the workplaces. After completing the counting, he must inform the manager about the number and health status of their personnel. In addition, care must be taken for the evacuation of buildings and offices.

Fire and explosions

If a fire spreads in the company's premises or in the installation, the persons directly involved, regardless of their duties, are obliged to notify the emergency team responsible for the area in question, which will ensure the interruption of the electricity supply , will use the

nearest fire extinguisher to extinguish the fire and will remove any flammable material from the area. The head of the emergency team is obliged to notify the Fire Department, if necessary, as well as to undertake the evacuation of the area through safe routes and to ensurethat all personnel have left the area. Finally, the emergency team, as well as other previously trained persons, will have to provide all possible assistance to the firefighters.

Flood

If the area of an installation activity is flooded either due to damages or due to special weather conditions (force majeure), it can lead to unsafe situations. In these conditions, the staff will have to leave immediately. The responsible person will have the responsibility to gather his personnel and take them to the designated place, through a safe exit route. After taking them to the safe area, he will have to do a count to identify all the people who may still be in the workplaces. He will have to inform the manager or head of works on the number and health condition of their personnel. The emergency team, responsible for the area in question, will eliminate any unsafe situation and will ensure that the electricity supply is interrupted as well as any material or equipment that could cause another accident or unsafe situation (eg cables live in water)) has left the country.

Machine operators must be in the peninsula, in case they will have to participate in the efforts undertaken to fix water leaks and to remove materials or soil discharges, etc.

Collapse of the structure

If there are phenomena or situations that can lead to the destruction of a structure (scaffolding, platform, building, etc.), workplaces that are close to the structure must be evacuated immediately. The person responsible for the above-mentioned areas must inform the emergency team, as well as to gather the personnel and direct them to the designated station through the escape routes. After taking them to the safe area, he will have to do acount to identify all the people who may still be in the workplaces. He will have to inform themanager or head of works on the number and health condition of their personnel. The head ofthe emergency team is obliged to notify the Fire Department, if necessary, as well as to undertake the evacuation of the area through safe routes, to help trapped persons (if there are any trapped under the rubble) and to ensure that all personnel to have left the area. Finally, the emergency team, as well as everyone else in the facility/installation, will have to provide all possible assistance to the firefighters.

In addition to this, care must be taken for the evacuation of the workplaces that are within the area affected by the structure, as well as for the determination of the gathering places for the personnel in question. The operators of the machinery must be in the peninsula, in case they will have to participate in the efforts undertaken to remove the ruins and to free the trapped people, under the supervision and control of the competent persons or the fire brigade.

Emergency team (EE)

The responsible emergency team will consist of well-trained persons who are ready to deal with emergency situations. The selected persons must all be healthy, they must be together in the workplace and their technical knowledge will make them suitable for the tasks they have to undertake.

The training of EE members will deal with different situations that can arise in any workplace. Regardless of the training they receive regarding special situations that may arise in the workplace, EE members must also be familiar with the following:

- First aid
- The choice and use of fire extinguishers
- Escape routes and evacuation plan
- Place safe positions
- Location of the cell for cutting the energy supply and the distribution network
- Information flow
- Available equipment and communication methods
- Possible areas where tasks are dangerous to perform

The training of employees belonging to EE will be carried out at regular intervals, as well as immediately when one or more of the above points will change (eg change of a new secure location).

The head of EE, in cooperation with the person responsible for security, will:

- Check the availability and proper functioning of the tools used for emergencies (first aid kit, fire extinguishers, etc.)
- Determine the limits of action of each subgroup, as well as all the special tasks assigned to the members of each EE to prevent confusion and lack of order among themembers
- Prepares training files and organizes readiness exercises (for situations agreed with the manager)
- Checks cleanliness and order in the workplace
- Consults with the PMNZSH Directorate and external experts for PMNZSH, for fire protection training, etc.
- Participates in the theoretical and practical training of EE members
- Select the members of the EE, with the approval of the company administrator

Emergency measures

In any emergency, the plan applied to deal with the relevant accident will include the following:

- Notification of danger – Alarm for the persons directly involved
- EE intervention, evacuation (through escape routes), blocking of the area and gathering of personnel in the designated location
- Counting the employees at the collection station, while at the same time notifying the competent authorities if necessary (Police, PMNZSH Directorate, Emergency).

- Supervision of the health conditions of injured or accident victims
- Providing first aid on site, if necessary
- Sending people to the infirmary or to the hospital, if necessary
- Investigating the causes that lead to the accident and taking measures to prevent their recurrence
- Repair of the damage caused
- The start of operations for the repair of workplaces
- Review and possible change of the used plan, after the incident
- Training of EE and staff also taking into account the new facts.

Emergency equipment

In the premises of the company as well as in an installation area, there must be suitable equipment that will be used by EE when dealing with emergencies. Emergency equipment will include, but not be limited to:

- Nursing room, or environment arranged as such
- First aid box filled with the necessary materials
- Extinguishers for fire extinguishing, suitable for the type of fire, placed in the previously determined place
- Determining the most suitable place for the staff collection station

Careful

- he emergency plan must be prepared taking into account all risks
- • The emergency team (EE) should be built
- • Escape routes must be defined for each workplace
- • EE must be properly trained to deal with any dangerous situation
- • Preparatory exercises should be carried out, especially those for immediate evacuation
- • Obstacles or blockages should never be placed on escape routes and emergency exits
- • Place fire extinguisher numbers in visible places, emergency

Obligations arising in cases of emergency situations from:

The employer must provide the following:

a. That there is an emergency plan that determines the necessary actions to deal with possible situations, which must be revised when necessary and its last revision must always be in force.
b. That training, readiness and training schedules are prepared for emergency training
c. An emergency team should be set up in each facility/installation or installation workplace. This team must receive the appropriate training for dealing with emergency situations
d. The personnel participating in each emergency team must be suitable and properly trained..

- **The person in charge of security must ensure as follows:**

a. To audit the availability and correct operation of the tools used for emergencies (first aid kit, fire extinguishing equipment, etc.)
b. To determine the limits of action of each emergency team and the special tasks assigned to its members to prevent confusion and lack of order.
c. To prepare trainings and preparatory exercises related to the treatment of emergencies
d. Check documentation of subcontractors, guarantee the safety of parties visiting the facility/installation, check and verify signage, notify the employer of possible changes in the workplace, the results of the investigation into the accidents that have occurred, and undertake the review of the evaluation document DRV risk for the above cases.

- **The supervisory department is obliged to:**

a. To keep the area clean during and after the completion of works/operations
b. To direct all his personnel in the construction site towards the designated roads, with the signs with the descriptions "Exit" or "Emergency exit", in exceptional cases
c. Immediately notify the competent authorities (police, fire department, emergency service, hospital)

- **Employees are obliged to:**

a. You obey the instructions given by the members of the emergency team
b. To immediately leave their workplaces in the event of an ALARM, through the escape routes and gather at the predetermined rescue location.

- **The person in charge of the emergency team is obliged to:**

a. Audit the availability and correct functioning of the tools used for emergencies (first aid kit, fire extinguishing equipment).
b. Establish the limits of action of each subgroup, as well as any special obligations assigned to each member of the emergency team, to prevent confusion and lack of order among the members
c. Prepare training files and implement readiness exercises (previously approved by the technical manager)
d. Check cleanliness and order in each workplace
e. Coordinate with the Regional Directorate of MNZSH, for fire protection measures, necessary training and other problems
f. Participated in the theoretical and practical training of emergency team members
g. Select the members of the emergency team
h. Guarantee health care and the provision of first aid, if necessary.

Based on the above manual, the construction operator will draw up the emergency plan and will take all measures to fulfill the obligations arising from emergency situations.

Emergency Scenarios

PROJECT EMERGENCY PLAN (PEP)	
IMMEDIATE ACTIONS IN CASE OF EARTHQUAKE 	
PLEASE **Read it and become completely familiar with the content**	
A1	EVACUATE ALL BUILDINGS AND STRUCTURES
A2	STOP WORK – SECURE EQUIPMENT AND LOAD
A3	STOP WORK AT HEIGHT - SECURE EQUIPMENT
A4	IF THERE IS SERIOUS DAMAGE, THE CONTRACTOR AND SUBCONTRACTOR NOTIFY THEIR PERSONNEL
A5	IN CASE OF AN ACCIDENT, SEEK ASSISTANCE
A6	IF THERE ARE PEOPLE REMAINING UNDER THE RUINS, ASK FOR ASSISTANCE
A7	RE-ENTERING TO THE OBJECT WILL BE DONE AFTER CHECKING AND GIVING PERMISSION TO THE PROJECT MANAGER

PROJECT EMERGENCY PLAN (PEP)	
FAST ACTIONS IN CASE OF FIRE 	
PLEASE **Read it and become completely familiar with the content**	
A1	CALL "FIRE"
A2	ASSESS THE SIZE OF THE FIRE AND IF YOU ARE SURE THAT YOU CAN EXTINGUISH THE FIRE PERMANENTLY, DO IT. IF YOU CANNOT EXTINGUISH IT, LEAVE THE AREA. WHILE LEAVING, NOTIFY ANYONE YOU MEET.
A3	ANYONE WHO ASSESSES THE SIZE OF THE FIRE (TECHNICAL

	MANAGER OR ENGINEER) INFORMS THE PROJECT MANAGER AND/OR TECHNICAL SECURITY EMPLOYEE TO CALL THE FIREFIGHTERS
A4	THE PROJECT MANAGER INFORMS ALL IMPLEMENTING UNITS OF THE PROJECT
A5	ELECTRICIANS DISCONNECT ELECTRIC POWER. ALL PERSONNEL AND EQUIPMENT SHOULD BE AT A SAFE DISTANCE AND FLAMMABLE MATERIALS SHOULD NOT BE AT RISK OF FIRE
A6	PROJECT MANAGER VERIFIES THAT ALL POWER SUPPLY POINTS ARE DISCONNECTED
A7	ACCESS ROADS TO BE SUITABLE FOR THE ENTRY OF FIREFIGHTERS

PROJECT EMERGENCY PLAN (PEP)	
IMMEDIATE ACTIONS IN CASES OF BAD WEATHER	
	
PLEASE **Read it and become completely familiar with the content**	
A1	STOP WORK – SECURE EQUIPMENT AND LOADS
A2	STOP WORK AT HEIGHT - SECURE EQUIPMENT
A3	CLOSE AND SECURE ALL SITE WINDOWS
A4	KEEP THE PUMPING SYSTEM READY
A5	CHECK AND KEEP EMERGENCY LIGHTING IN WORKING CONDITION
A6	STOP ALL OUTDOOR WORK - SECURE EQUIPMENT AND MATERIALS
A7	PROJECT MANAGER DECIDES IF ALL WORK SHOULD BE STOPPED - PROVIDE ALL EQUIPMENT AND MATERIALS
A8	IF NECESSARY, EVACUATE THE WORKPLACE
A9	PROJECT MANAGER TO EVALUATE WHETHER EXTERNAL ASSISTANCE IS REQUIRED

PROJECT EMERGENCY PLAN (PEP)	
RAPID ACTIONS DURING INJURIES 	
PLEASE **Read it and become completely familiar with the content**	
A1	CALL THE HELP CENTER ASAP
A2	THE AID PROVIDER QUICKLY DOES THE ASSESSMENT OF THE INJURED PERSON
A3	THE TECHNICAL DIRECTOR ELIMINATES THE EXISTING HAZARDS AND IF NECESSARY, REMOVES THE INJURED PERSON FROM THE HAZARDS
A4	THE HELPER CALLED THE AMBULANCE ASAP
A5	THE TECHNICAL DIRECTOR NOTIFIES THE PROJECT MANAGER AND THE SECURITY OFFICER
A6	PROJECT MANAGER AND SECURITY OFFICER NOTIFY GATE OF ENTRY
A7	THE TECHNICAL DIRECTOR AND THE GATE TAKE MEASURES FOR AMBULANCE ACCESS

Table 20 Risk assessment in the work process

SUBJECT		ACTIVITY								PREPARED BY	DATE OF PREPARATION								VALUABLE	PMP
_____		REQUALIFICATION OF PROJECT GROUPS: P1-SKENDERBEUT STREET, P3-INTERSECTIONS, , P7-EUROPA SQUARE AND P7A-MITAT HOXHA STREET								_____	_____							_____	Work clothes, shoes against shocks, slips, masks
WORK PROCESS/ RISKS CONDITION	RISKS ARISING FROM THE ACTIVITY	RISK ASSESSMENT								Description of specific and control measures	REMAINING RISK								Materials and literature used for the treatment of employees	RESPONSIBLE PERSON/DEPARTMENT
		People (Scale x Chance)			Environment (Scale x Opportunity)			Property (Scale x Chance)			People			Environment			Property - Equipment				
repeat for each profession																				

FORM A

SUBJECT "_____"	
RISK ASSESSMENT SHEET BY PROFESSION	
PROFESSION: WORKS FOR THE REQUALIFICATION OF THE PROJECT GROUPS: P1- SKENDERBEUT STREET, P3- INTERSECTIONS, , P7- EUROPA SQUARE AND P7A- MITAT HOXHA STREET	
JOB DESCRIPTION	**RISKS ARISING FROM THE ACTIVITY**
repeat for each profession	

IDENTIFICATION OF POSSIBLE BODY INJURIES

Form B

BODY PARTS														RISKS
DIFFERENT				LOWER LIMBS		UPPER LIMBS		HEAD						
Body	Penetral passages	Trunk Stomach	Skin	Legs (parts)	Soles	Arms	Soles	Head	Face	Airway	Eyes	Ears	Skull	PHISICAL RISKS
														MECHANICAL
														Falling from a height
														Hitting, cutting, bumping, crushing
														Drilling, cutting, sweeping
														vibration
														Slip, fall
														Heat, fire
														Get cold
														eLECTRIC
														RADIATION
														Non-ionizing
														Ionizing
														jamming
														CHEMICAL RISKS
														VAPORS
														Dust, fibers
														fumes
														vapors
														LIQUIDS
														dipping
														Splashes, currents
														GASES, STEAM
														BIOLOGICAL RISKS

Form D

List of personal protective equipment for the profession:

PMI	Type(s) of PMIs	Risk	Period of use	PMI Terms of Use

Date of preparation: **Valid until:**

What are the risks?	Who can be harmed and how	What are you doing	What further action is needed	Done	Starts	Done
Equipment in use and workplace						
Stress						
hearing						
Work at height						
Viewing						
Failures and obstacles						
Manual work in the office and outside it						
Electricity						
Protection against fire, smoke and explosions						

11. WASTE MANAGEMENT PLAN

Since during the implementation of the project there will be the generation of solid waste from demolition/construction, packaging, urban waste and polluted urban water/sewage, in this chapter we are briefly and schematically mentioning the processes and operations thatwill are carried out for the management of waste from society during the implementation phase of the project groups.

The purpose of this PMM plan is the integrated management of the waste generated by the infrastructural production sector, making recovery and reuse possible, increasing the efficiency of their use as well as the final disposal of waste that cannot be recovered.

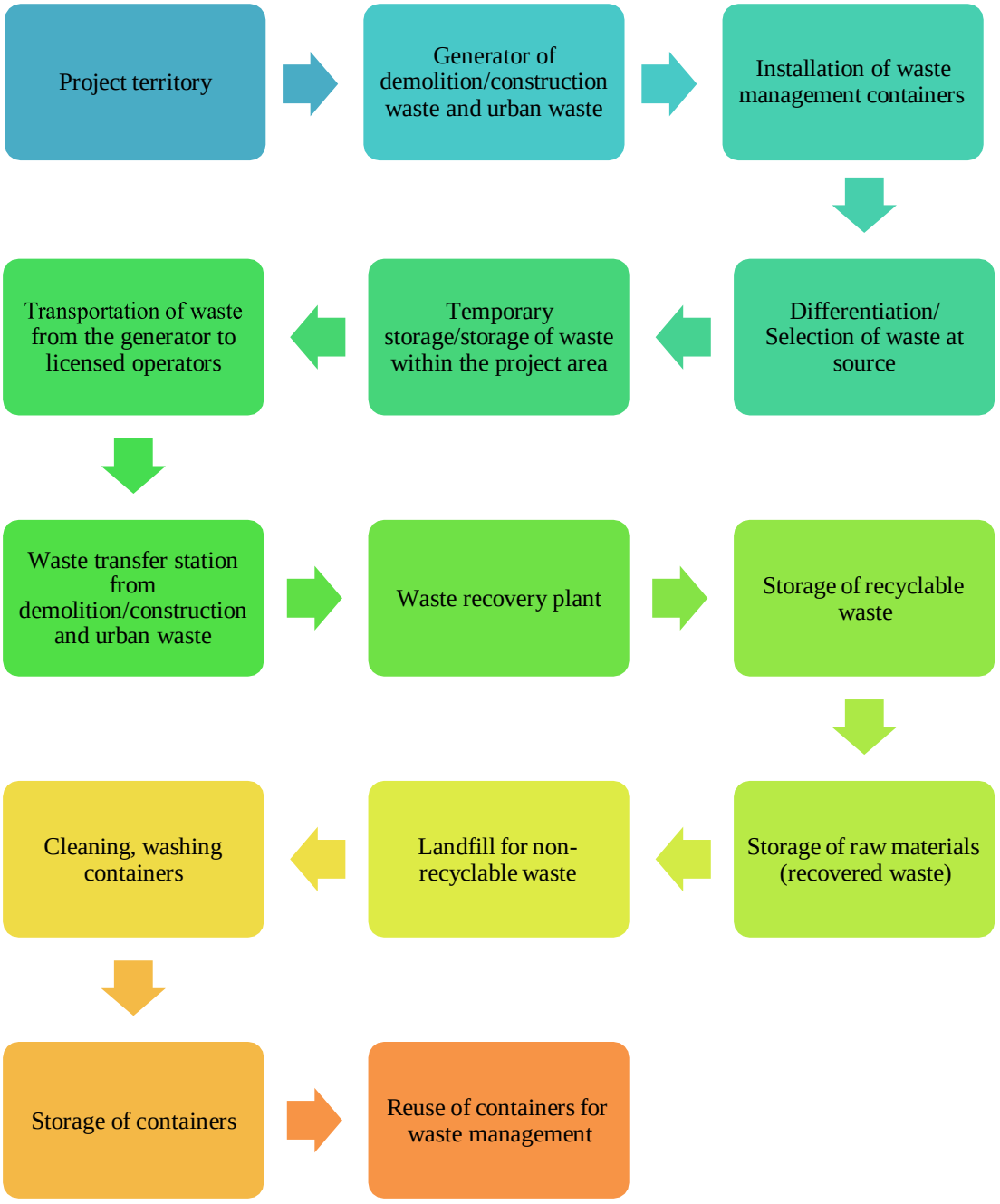
The objectives of PMM are:

- Construction of a system for the integrated management of waste from packaging, demolition/construction, polluted urban water/sewage and urban waste generated by the implementation of the project. This system consists of:
    - Determination of waste collection sites (WGM) within the project area
    - Determining the D and/or R operations that will be applied in the project implementation area
    - Differentiation/selection at the source of urban waste according to their priority streams (paper, cardboard, glass, metal, wood, electrical and electronic, mixed and bulky urban waste)
    - Identification and classification of waste
    - Labeling and packaging of waste
    - Temporary and safe storage/storage of waste within the project area
    - Differentiation/selection of waste from demolitions/constructions at the source
    - Collection and transport of waste from the generator to the recovery/final disposal plant
    - Recovery of waste by classifying it according to priority waste streams
    - Reusing waste by cooperating with recycling operators operating in the territory of Sarande Municipality and beyond.
    - Final disposal of waste that cannot be recovered in inert waste landfills or urban/inert waste landfills.
- Increasing the efficiency of the use of demolition/construction waste, recovering it and reducing the volume of waste sent to the inert waste landfill/landfill.
- Increasing the efficiency of the use of recyclable urban waste (paper, cardboard, glass, wood, metal, electrical and electronic) in order to reduce the amount of recyclable waste sent to the Sarande waste treatment area.

- Reduction of the area of landfill/demolition waste from raw (reclaimed) demolition/construction, preventing, controlling and reducing soil, air and water pollution.
- Reduction, reduction and prevention of soil pollution for the integrated management of waste from demolition/construction, waste of urban polluted water/sewage and ensuring, improving the quality of life and human health.
- Prevention and reduction of the use of natural resources for the production of raw materials (construction mineral) for the infrastructural products industry, making possible the measured and rational use of nature and its resources, given that the possibility of replacement with secondary material, to achieve the same standards of infrastructural production, according to the provisions of the National Sectoral Plan for Solid Waste Management.
- Protection and improvement of the environmental conditions of the area where the integrated waste management activity takes place, as well as of the project area as a whole.
- Reduction of emissions of CO_2 or equivalent C in the atmosphere from the use of means of transport, given that we will have a reduction in the areas of use for the extraction of construction minerals and consequently the prevention of deforestation on this area.

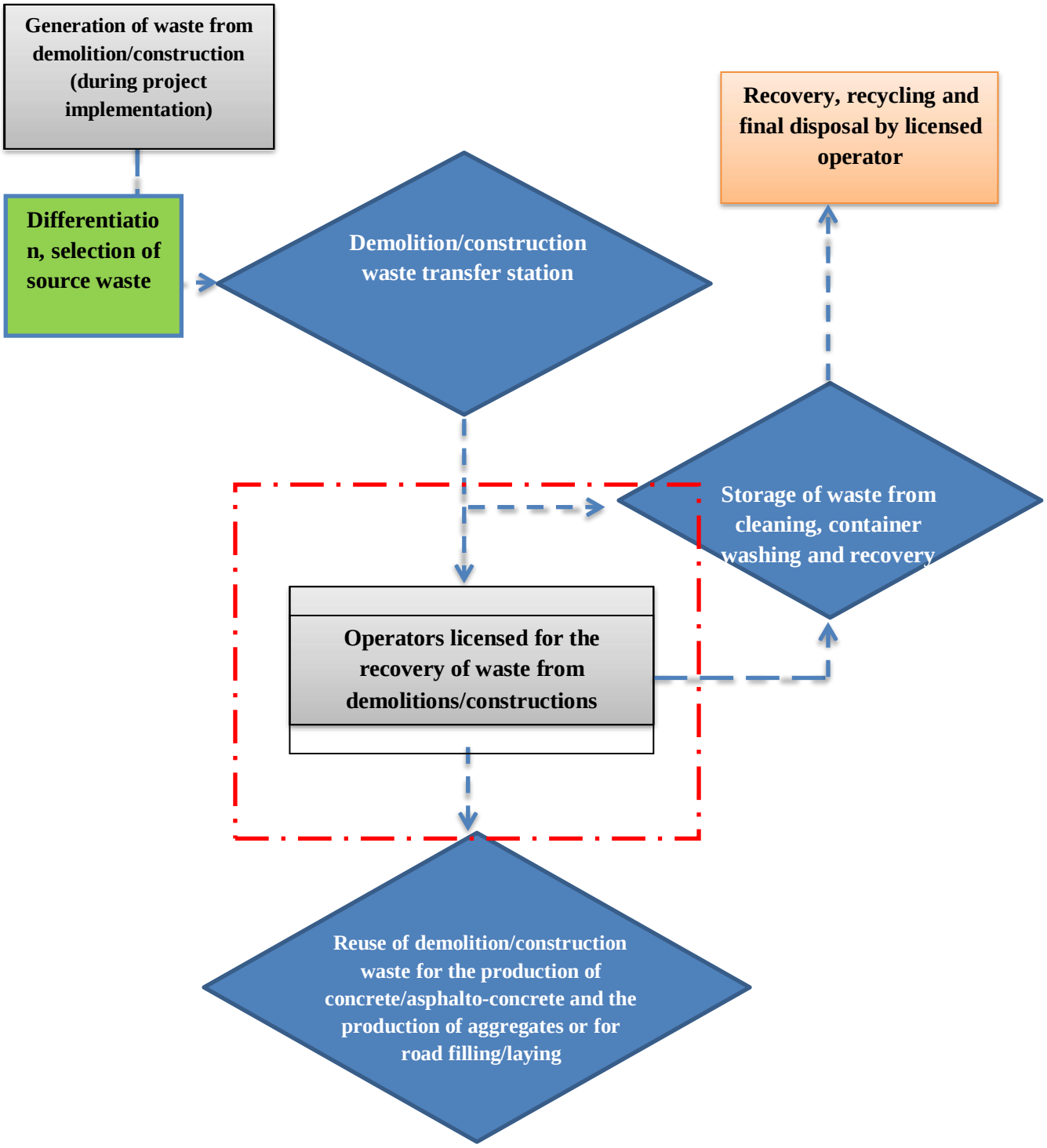
Based on the characteristics mentioned above and in implementation of the environmental legislation in the field of integrated waste management, we propose this system of integrated waste management from packaging, demolition/construction, polluted urban water/sewage and urban waste which will to be applied during the implementation phase of the project groups.

The steps of this integrated waste management system are:



The waste generated from demolition/construction will be potentially evaluated in order to be recovered and reused again in accordance with point 8.10 of the National Sectoral SolidWaste Management Plan.

Demolition waste recovery scheme /constructions



The following scheme shows the way of reclassifying waste 17 09 04 in the codes of differentiated/selected waste that can be reused by the company itself or recycled by recycling businesses/handled by a licensed operator

Residue Code	Description of the Residue	Operation R	Reclassified waste code	Description of the residue	Method, the contractor
17	WASTE FROM CONSTRUCTION AND DEMOLITIONS	R5 R11 R12 R13	17 01 01	Concrete	Differentiation, selection, storage, temporary storage and then Recovery, recycling or treatment/disposal by a licensed operator
			17 01 07	Concrete, brick, tile and ceramic mixtures, other than those mentioned in 17 01 06	Differentiation, selection, storage, temporary storage and then Recovery, recycling or treatment/disposal by a licensed operator
			17 02 01	WOOD	Differentiation, selection, storage, temporary storage and then Recovery, recycling or treatment/disposal by a licensed operator
			17 02 03	Ductile	Differentiation, selection, storage, temporary storage and then Recovery, recycling or treatment/disposal by a licensed operator
			17 03 02	Bituminous mixtures, other than those mentioned in 17 03 01	Differentiation, selection, storage, temporary storageand then Recovery, recycling or treatment/disposal by a licensed operator
			17 04 07	Mixed metals	Differentiation, selection, storage, temporary storage and then Recovery, recycling or

					treatment/disposal by a licensed operator.
			17 05 04	Earth and stone, other than those mentioned in 17 05 03	Differentiation, selection, storage, temporary storage and then Recovery, recycling or treatment/disposal by a licensed operator
			17 05 08	Gravel, other than those mentioned in 17 05 07	Differentiation, selection, storage, temporary storage and then Recovery, recycling or treatment/disposal by a licensed operator
			17 09 04	Mixed construction and demolition waste, other than those mentioned in 17 09 01, 17 09 02 and 17 09 03	Differentiation, selection, storage, temporary storage and then Recovery, recycling or treatment/disposal by a licensed operator

Specification	
D15	Storage/storage pending any of the operations listed from D 1 to D 14 (with the exception of preliminary storage pending collection, at the site where the waste was generated).
R5	Recycling/renewal of other inorganic materials. This includes land clearing, resulting in soil reclamation and recycling of inorganic building materials.
R11	Use of waste obtained from any of the operations listed from R 1 to R 10.
R12	Exchange of waste to undergo any of the operations listed from R 1 to R 11. If there is no other appropriate R code, this may include preliminary operations prior to recovery including pre-treatment such as, inter alia , disassembly, sorting, breaking/shredding, compacting, pelletizing, drying, grinding, softening, repacking, separating, grinding or mixing before delivery to any of the operations numbered R1 to R11.
R13	Storage of waste pending any of the operations listed from R1 to R12 (with the exception of preliminary storage, pending collection, in the place where the waste was generated)

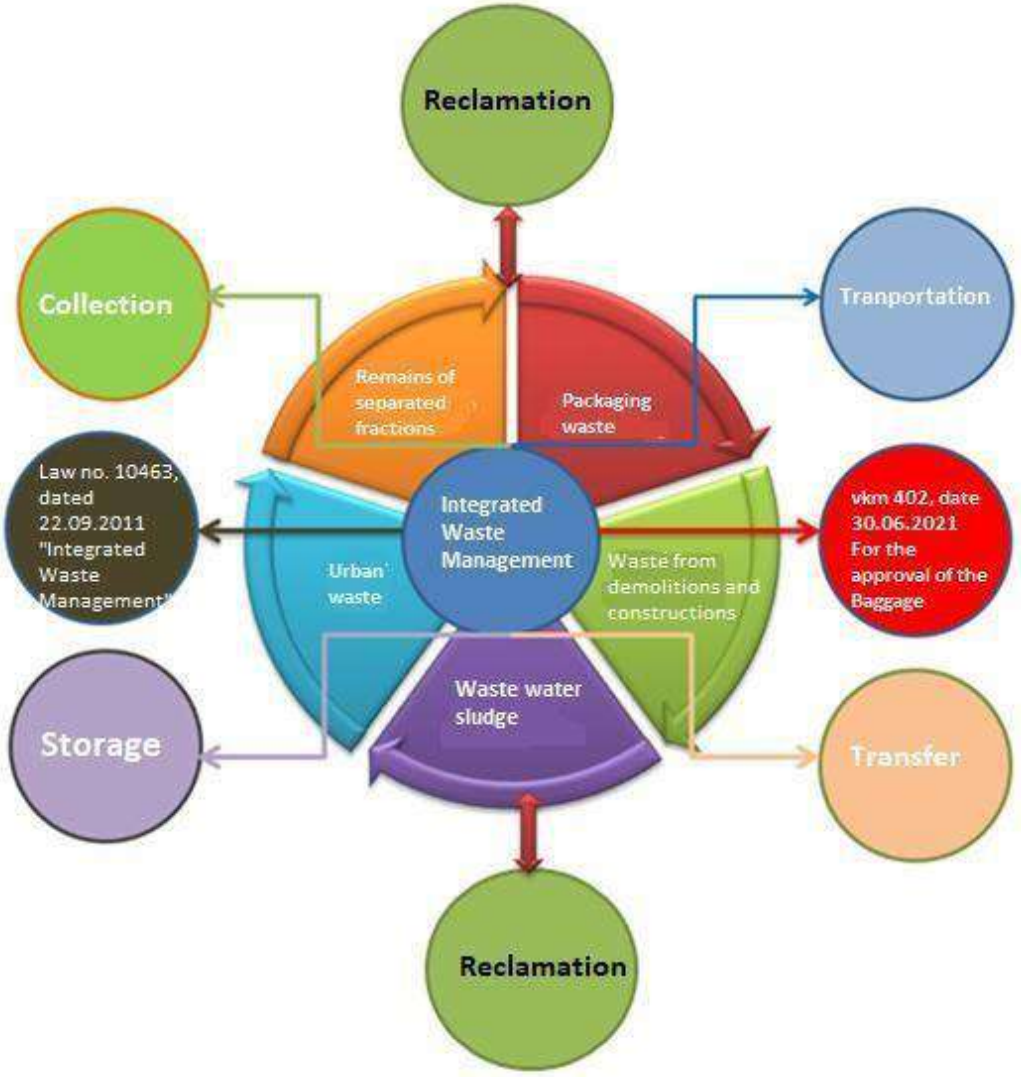
Transfer of waste from demolitions and constructions

After being subjected to differentiation/selection operations from the source of recoverable/recyclable waste, the demolition/construction waste will be temporarily stored/stored at the transfer station (VGM waste collection sites determined by the technical director and project manager) until the moment they will be transported by means of technological means (trucks with metal drums covered with raincoats) to be subjected to

further recovery operations in licensed installations for the recovery of waste or their final treatment/disposal by operators licensed (inert waste landfill/inert waste landfill).

Waste from MNP constructions and demolitions, according to the waste management plan that will be applied by the company in the initial stages of project implementation, will be differentiated at the source through containers (open or with lids) with a volume of up to 10 m^3 which are easily transportable (roll-off).

Under these conditions, the basic principles of the Environmental Protection Law apply, the principle of repairing environmental damage, renewing and rehabilitating the damaged environment, i.e., with the main goal of removing non-hazardous waste from the place of their generation, differentiation/selection of recyclable waste, collection, transportation and transfer to the transfer station enabling their recovery and reuse. Since Albania has ratified the COP21 agreement for the reduction of CO2 in the atmosphere and non-hazardous waste isone of the contributing pollutants, the company has presented the project for integrated waste management, which will be implemented during the implementation of the project groups.



The waste that is stored/stored temporarily is the waste with the code 17 - Waste from demolitions and constructions, from which we can recover through their differentiation/selection, without undergoing recovery operations in licensed recovery plants, the waste with the code:

- 17 01 02 Brick
- 17 02 01 Wood
- 17 02 03 Plastics
- 17 04 07 Mixed metals
- 17 05 04 Earth and stones, other than those mentioned in 17 05 03

The following scheme shows the way of reclassifying waste 17 09 04 into fractionated waste codes that can be reused by the company itself or recycled by licensed recycling businesses

Residue Code	Description of the Residue	Operation R	Reclassified waste code	Description of the residue	Method, the contractor
17	Construction and demolition waste	R5 R11 R12 R13	17 01 02	Brick	Storage, temporary storage and then Recovery, recycling or treatment/disposal by a licensed operator (R5, R11, R12 and R13)
			17 02 01	Wood	Temporary storage/storage and then Recovery, recycling and final disposal by licensed operator (D15)
			17 02 03	Plastics	Temporary storage/storage and then Recovery, recycling and final disposal by licensed operator (D15)
			17 04 07	Mixed metals	Temporary storage/storage and then Recovery, recycling and final disposal by licensed operator (D15)

			17 05 04	Earth and stones, other than those mentioned in 17 05 03	Temporary storage/storage and then Recovery, recycling and final disposal by licensed operator (D15)

Specification	
D15	Storage/storage pending any of the operations listed from D 1 to D 14 (with the exception of preliminary storage pending collection, in the place where the waste was generated).
R5	Recycling/renewal of other inorganic materials. This includes land clearing, resulting in soil reclamation and recycling of inorganic building materials.
R11	Use of waste obtained from any of the operations listed from R 1 to R 10.
R12	Exchange of waste to undergo any of the operations listed from R 1 to R 11. If there is no other appropriate R code, this may include preliminary operations prior to recovery including pre-treatment such as, inter alia , disassembling, separating,breaking/shredding, compacting, pelletizing, drying, grinding, softening, repacking, separating, grinding or mixing before delivery to any of the operations numbered R1 to R11.
R13	Storage of waste pending any of the operations listed from R1 to R12 (with the exception of preliminary storage, pending collection, in the place where the waste was generated).

Transfer of urban solid waste

As a result of the works in the construction sites for the realization of the project, a significant amount of waste will be generated as a result of the daily activity of the workers. Mixed urban waste, potable waste and street cleaning waste, depending on the size of the construction site, are deposited in metal containers with a volume of 1.1 m^3 to 1.7 m^3.

During the processes of transporting them to licensed operators for recycling or the final treatment/disposal of urban waste, the containers may be damaged or there may be a need to clean and wash them. The environmental manager who is located at the construction site, in addition to other duties, must also do the daily inspection of the management of urban waste and waste from demolitions and constructions, who must also inspect the condition of the containers if they are damaged or they will need to be cleaned and washed.
After this process, the containers are loaded into the company's transport vehicles with a fork and sent to licensed operators for cleaning, washing the containers of urban waste and demolition/construction waste.

- **Cleaning the territory of the construction site**

The cleaning service of the construction site consists of the collection and cleaning with workers of any type of waste or their collection, thrown within the entire contracted area and where the civil construction works of the project take place. The waste collected by the employees will be deposited in the nearest containers according to the type of waste,

differentiated at the source and in case of overloads with waste, self-loading vehicles will be used to help collect urban solid waste and waste from demolitions/constructions.

The realization of the cleaning service of the territory of the construction site and project segments will be carried out without interruption during all days for the duration of the project.

- **Transportation of urban waste**

The service of collection, removal and transportation of urban waste consists of us:

a) Emptying the containers with appropriate technological machinery, collecting and removing the discarded waste around a distance of 10m from each container,

b) Cleaning and wiping with a manual broom the surface around the container as well as restoring the containers in the designated place

Realization of the service of collection, collection, loading, processing and transportation of urban waste, for the entire territory of the project.

This process will be carried out at night, with technological means for loading, processing and transporting them, accompanied by workers to help this process.

At the end of each work process, the territory where the activity takes place will be inspected, and if it is found that the amount requested for transfer has been reached, the following steps will be followed:

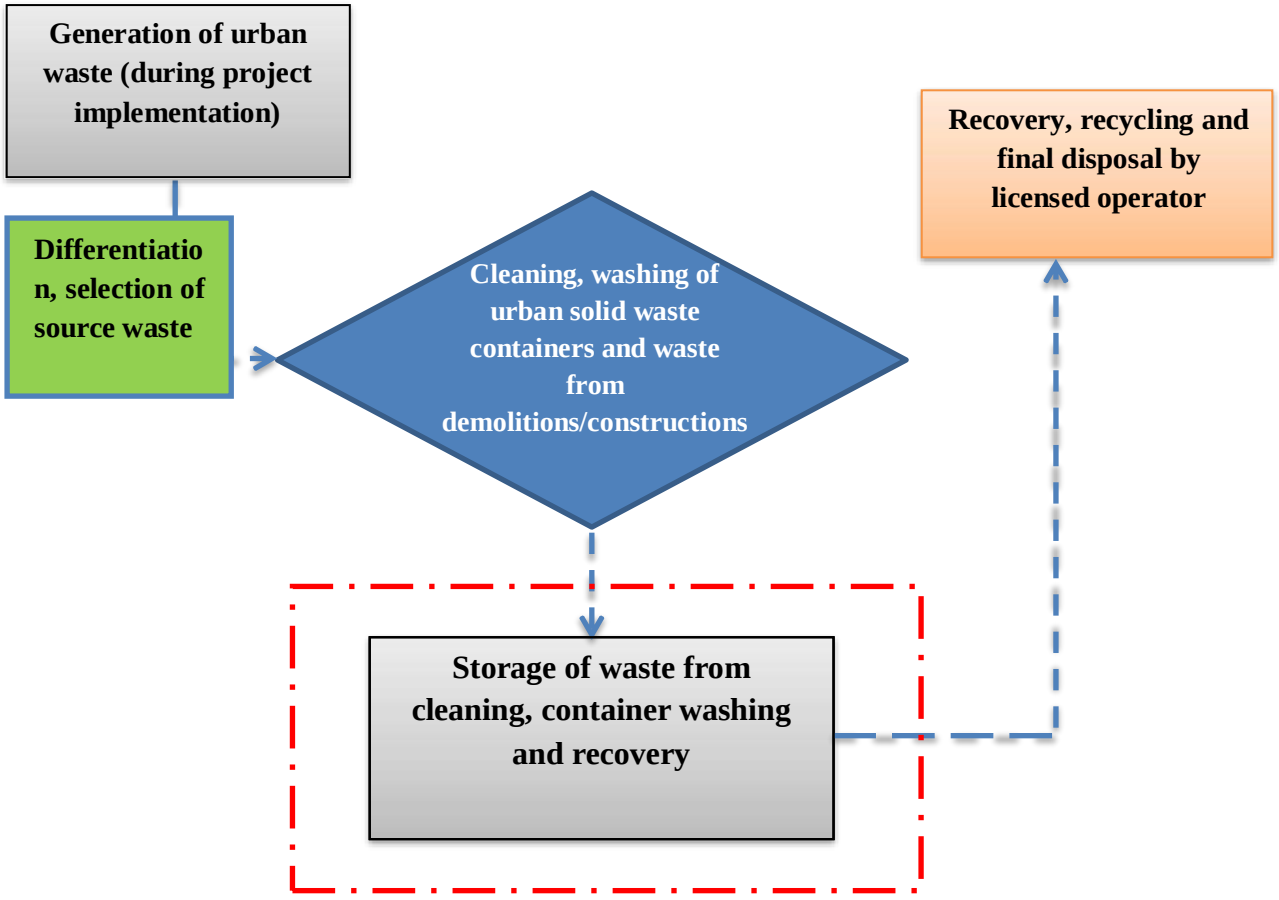
- Containers and waste streams differentiated from the source are identified
- Operators are notified where the waste will be sent according to the relevant waste codes,
- The technological tools that will enable the transfer of waste are enabled
- The identification, packaging and labeling of waste is carried out according to the relevant codes
- Technological tools are loaded
- Waste transfer documentation accompanying the means of transport is prepared
- The waste is delivered to the operators of recovery, recycling and waste disposal that have been transferred
- Non-hazardous waste transfer documents are signed and sealed by the receiver upon their delivery
- The waste transfer register is completed
- The transfer of waste is reported to the competent bodies

The waste that is stored/stored temporarily at the urban waste transfer station is the waste with the code:

- 20 01 01 Paper and cardboard
- 20 01 02 Glass
- 20 01 10 Clothing

- 20 01 11 Textiles
- 20 01 38 Wood waste other than those mentioned in 20 01 37
- 20 01 39 Plastics
- 20 01 40 Metals
- 20 02 02 Soil and stones

Urban waste transfer station scheme



The following scheme shows the method of temporary storage/storage of waste that can be recovered, recycled or disposed of by a licensed operator.

Residue Code	Description of the residue	Operation	Method, the contractor
20 01 01	Paper and cardboard	D 15 R13	Temporary storage/storage and then Recovery, recycling and final disposal by licensed operator
20 01 02	Glass		
20 01 10	wardrobe		
20 01 11	TEXTILES		

20 01 38	Wood waste other than those mentioned in 20 01 37		
20 01 39	ductile		
20 01 40	Metals		
20 02 02	Earth and stones		

Specifications	
D15	Storage/storage pending any of the operations listed from D 1 to D 14 (with the exception of preliminary storage pending collection, at the site where the waste was generated).
R13	Storage of waste pending any of the operations listed from R1 to R12 (with the exception of preliminary storage, pending collection, in the place where the waste was created).

- The contractor will always have containers in order to deal with and manage the waste that will be generated during the implementation phases of the project groups.
- Periodic maintenance of the containers is carried out in the project implementation area, which must be in good technical condition.
- Daily disinfection will be done, after emptying each container, using the disinfection system that every technological machine must have, using dissolved 5% chlorine content.
- They will also be maintained through capital services to repair their defects or replace consumable parts.
- Vehicles for the removal of urban waste and solid waste from demolitions/constructions will be washed, cleaned, disinfected every day after the end of the work.
- All vehicles that will be used should be kept in a clean and orderly condition and painted in the same color.
- All used containers will be kept clean, in good technical condition and painted in the same color. In case of damages, burns, deformations of the containers, which lead to its complete technical, hygienic or aesthetic malfunction during the duration of the works for the implementation of the project, these containers are replaced or repaired immediately according to the degree of damage, within 3 days from the finding of damage.
- Also, according to a plan of measures and interventions, the containers every 4 or 5 months will be collected and subjected to washing, cleaning and repair procedures, with the aim of avoiding possible pollution, increasing the lifespan of the containers and improving quality and service provided

Storage of waste water and sludge

As a result of the works at the construction site and in the segments of the project groups, we will have the generation of sludge from urban polluted water, sludge from septic tanks and water generated from the rehabilitation of land and groundwater.

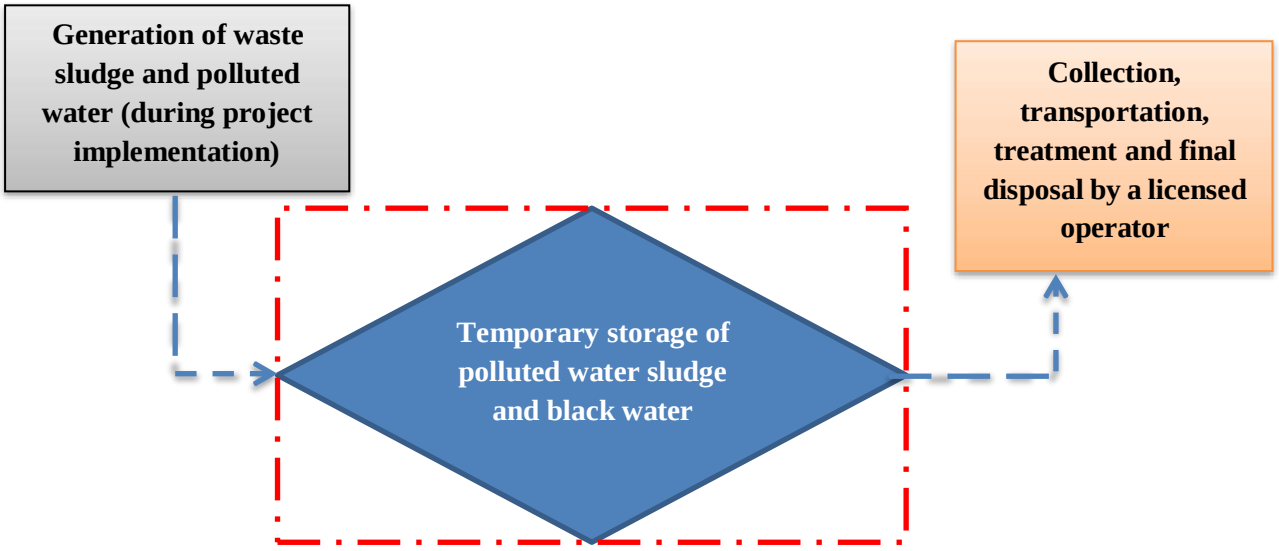
For this purpose, an autobot will be used, which is equipped with motor pumps for absorbing contaminated water from various sewers, well drilling works, land rehabilitation, etc. In addition to the autobot, the company proposes that the polluted water be immediately deposited in plastic or metal containers, as the autobot can be on its way to the treatmentplant and manage the generated waste in a more efficient way. After being filled, the waste

containers of polluted water are loaded into the means of transport by means of a fork, from where they are then sent to their temporary storage area, until the moment of sending them to the urban polluted water treatment plants. These sludges in their content are classified as non-hazardous waste and are biodegradable under natural conditions, so the possibility of contamination of underground and surface waters is zero, since they are closed in containers.

The waste that is stored/stored temporarily in the sludge and polluted water waste area is the waste with the code:

- 19 08 14 Sludge from other industrial wastewater treatment other than those mentioned in 19 08 13
- 19 13 04 Sludges from land rehabilitation, other than those mentioned in 19 13 03
- 19 13 06 Sludges from groundwater rehabilitation, other than those mentioned in 19 13 05
- 19 13 08 Liquid aqueous waste and aqueous concentrates from groundwater remediation, other than those mentioned in 19 13 07
- 20 03 04 Sludge from septic tanks
- 20 03 06 Wastewater treatment waste

The scheme for the storage of waste water, sewage and sludge and sewage



The following scheme shows the method of temporary storage/storage of waste that will be treated or disposed of by a licensed operator.

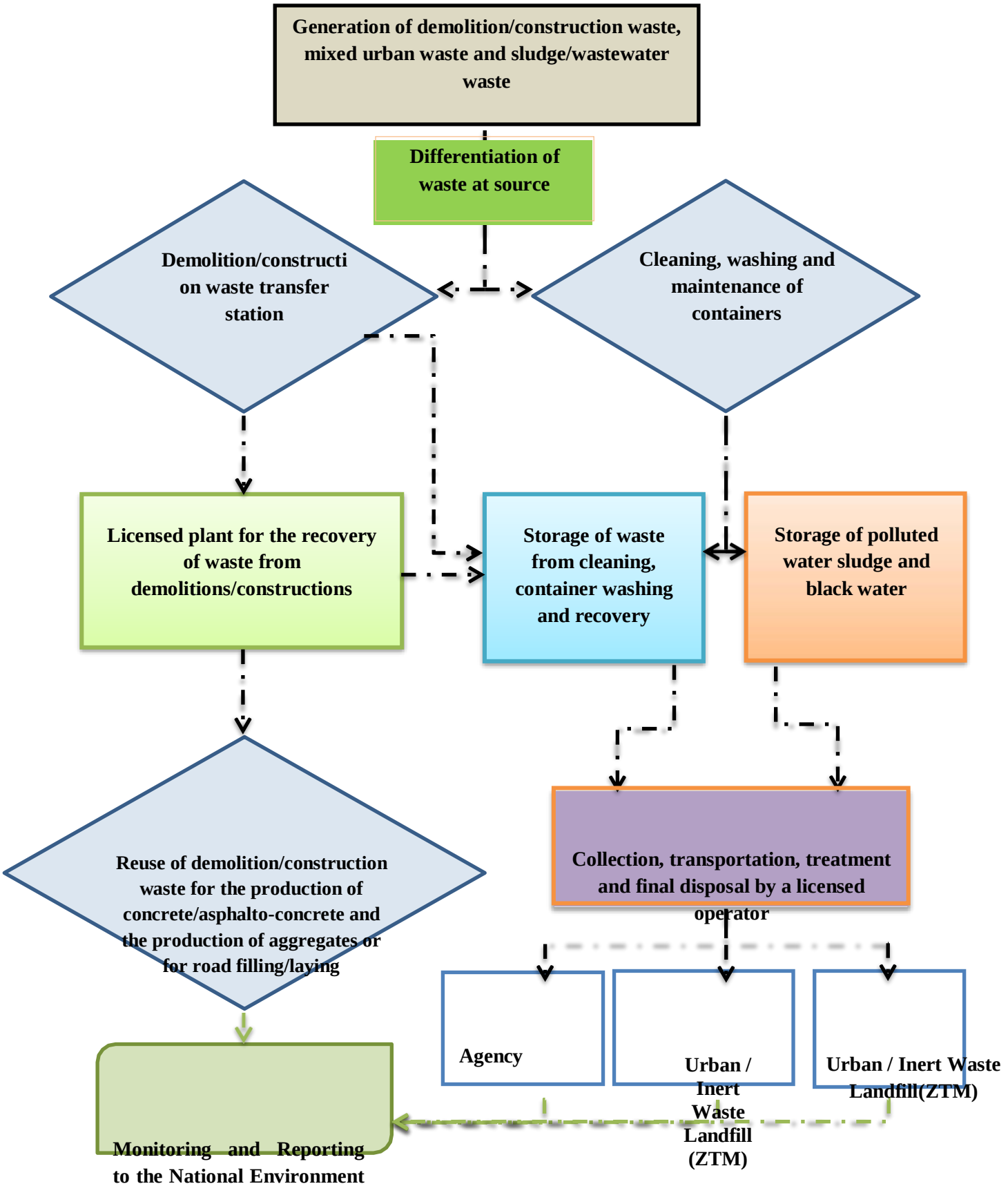
Waste Code	Waste Description	Operation	Method, Contractor
19 08 14	Sludge from other industrial wastewater treatment other than those mentioned in 19 08 13	D 15 R 13	Temporary storage/storage and then treatment or final disposal by a licensed operator
19 13 04	Sludges from land rehabilitation, other than those mentioned in 19 13 03		

19 13 06	Sludges from groundwater rehabilitation, other than those mentioned in 19 13 05		
19 13 08	Liquid aqueous waste and aqueous concentrates from groundwater remediation, other than those mentioned in 19 13 07		
20 03 04	Sludge from septic tanks		
20 03 06	Wastewater treatment waste		

Specifications	
D15	Storage/storage pending any of the operations listed from D 1 to D 14 (with the exception of preliminary storage pending collection, in the place where the waste was generated).
R13	Storage of waste pending any of the operations listed from R1 to R12 (with the exception of preliminary storage, pending collection, in the place where the waste was generated).

Waste management scheme in the area where the project will be developed

REQUALIFICATION OF PROJECT GROUPS: P1- SKENDERBEUT STREET, P3- INTERSECTIONS, P6- WESTERN VERTICAL CONNECTIONS, P7- EUROPA SQUARE AND P7A- MITAT HOXHA STREET



Operators licensed for

other waste

The main goals of the company during the implementation of the project are:

- Act in accordance with Albanian legal requirements and EU Directives regarding waste management
- To realize the differentiation of waste at the source according to specific currents and relevant codes
- To increase the efficiency of the use of waste from demolitions/constructions, i.e. the recovered wastes can be reused again in the processes for the production of concrete/asphalto-concrete and the production of inerts or for road filling/systems
- To reduce the costs of waste management from demolitions/constructions, since they will be treated and classified as secondary materials in the infrastructure industry
- To reduce the area of storage/storage of recovered/processed waste, preventing, controlling and reducing soil, air and water pollution.
- To reduce, reduce and prevent soil pollution for solid waste management and ensuring, improving the quality of life and human health.
- To implement a Waste Management Plan
- To avoid the uncontrolled disposal of waste in the environment
- Record, identify, label/pack waste
- To recover, recycle or reuse the waste generated by the implementation of the project
- To apply the principles of circular economy
- To reduce the use of natural resources for the production of raw materials for the industry of infrastructural products, making possible the measured and rational use of nature and its resources, since they will be replaced with recovered secondary materials, for the achievement of the same production standards
- To reduce emissions of equivalent carbon in nature, by means of waste recovery methods
- To take care of the transfer and final disposal of the waste generated by the installations
- To minimize any environmental impact or damage to this environment

Environmental Legislation for Waste Management

- Law No. 10 463, dated 22.09.2011 "On Integrated Waste Management" as amended.
- Decision No. 402, dated 30.06.2021 "For the Approval of the Catalog of Waste".
- VKM No. 229, dated 23.04.2014 "On the approval of the rules for the transfer of non-hazardous waste and the information that must be included in the transfer document" as amended.
- The National Sectoral Plan for Solid Waste Management, approved by Decision of the National Council of the Territory No. 1, date 13.01.2020
- VKM No. 418, dated 25.06.2014 "For the differentiated collection of waste at source"

Waste management operations

Operation	The intervention
Evidence - Control	Based on the type of waste generated in the project area, through the person responsible for waste management, the siteof waste generation is inspected in order to determine the following information: • Evidence of the waste generating sector • Evidence in principle of the type of waste generated

	• Determination of the quantity requested for transport • Determination in principle of the necessary technology for the recovery/recycling/reuse or disposal of identified waste • Determination of the distance in km from the generator to the waste management facility • Evidence and assessment of the status/condition in which the waste is located • Record and evaluate the current packaging (if any) and determine the repackaging of the waste if necessary. • Taking samples - waste samples for each type of waste generated For this purpose, standard forms have been drawn up for filing the data that will be collected in the country with the aim of assessing the situation and providing the waste management service.
Identification - classification	The operator will carry out the correct classification of the waste according to the corresponding code referred to the Waste Catalog. In this way, the code of the waste generated by the operator, the type of required packaging, the transport criteria, the storage conditions and the technology that enables their recovery/recycling/reuse or final disposal will be determined. Once the code of the waste requested for collection, transportation and disposal by the generator has been determined, the company draws up the specific waste management plan and communicates with the generator to determine the criteria and operations that will be followed.
Labeling – Packaging	After they have been identified and the waste code has been determined based on the generating sector, the company draws up a detailed non-hazardous waste management plan, where the following steps are defined: • Determining the conditions of storage/storage of waste at the source (place of generation) according to standards until the moment of transportation and recovery or their final disposal. • Determination of the technological means of waste transport • Determining the means/equipment for loading waste • Necessary requirements for packing/packaging if necessary • If packaging or repackaging of waste is required, depending on the volume of waste, it is determined according to national and international standards, thetype of packaging and the amount needed for packaging.

	Packing Packaging is one of the most important parts of waste management and if this procedure is not carried out in accordance with the technical specifications of the transportation methods, it can create problems in the entire process of waste management operations. Depending on the type - waste code, different types of packaging are used, such as: - Plastic or metal containers The procedure followed for labeling - packaging is: - The technical manager and the employees must ensure the isolation of the place/area where the packaging will be done and the information signs will be placed toprevent the entry of unauthorized persons to the workplace. - The technical manager will inform the employees about the implementation plan, the responsibilities and the safety and health rules at work - The workplace will have all the conditions for the implementation of occupational safety and health protection measures - The technical manager of the operations and the employees will continue with the packaging process taking into account the type of waste and the packaging required for this waste code.
Collection – Loading – Shipping	After we have carried out the process of labeling and packaging non-hazardous waste according to the relevant codes of the generating sector, we continue with the process of collection and loading in the technological means of transport. Loading processes are carried out using the following devices/tools: • With hand • With moving cart • With battery operated poker • By crane • With fadrome • With an excavator • By autobot According to the type of waste, packaging and tonnage, the method of loading containers and technological means of transport is determined.

	The requirements for the transportation of waste are: • Container/Technological tools To be well isolated from leaks with mechanical stability. • Labeling of the container/technological tool In order to identify waste, description and first aid in case of leakage/tear or accident. • Means of transport It is labeled in such a way as to identify the potential hazard of the waste, first aid in case of accident or leakage, telephone number, contact name. • Packaging/selection in transport Depending on the code, volume and technical requirements, it is necessary to pack and repack the waste that needs to be transported, as well as managerial skills to fulfill the transfers of different wastes. • Authorization/Licensing The company that wants to transfer the waste must be equipped with the permits and licenses for the waste codes for which it undertakes to transfer from the generator to installations for recovery/recycling/reuse or their final disposal. • Emergency Procedure The technical manager and company employees must have knowledge about the actions to be taken in case of leaks or accidents and the required rules for waste packaging, labeling and transportation are in accordance with the national and international land transport code.. For each transfer of waste with the aim of implementing the principles of environmental protection, the company will complete the documents for the transfer of non-hazardous waste according to the provisions in the following legislation: - Law No. 10 463, dated 22.09.2011 "On Integrated Waste Management" as amended. - Decision No. 402, dated 30.06.2021 "For the Approval of the Catalog of Waste". - VKM No. 229, dated 23.04.2014 "On the approval of the rules for the transfer of non-hazardous waste and the information that must be included in the transfer document" as amended. - The National Sectoral Plan for Solid Waste Management, approved by Decision of the National Council of the Territory No. 1, date 13.01.2020 - VKM No. 418, dated 25.06.2014 "For the differentiated collection of waste at source"
Recovery, Storage/temporary	Depending on the volume, the waste code and the infrastructure ready for recovery or disposal, the company will follow a

storage of waste,cleaning and transfer of waste	procedure for the transfer of non-hazardous waste from the place of waste generation to licensed operators for waste recovery or to the final disposal of them, as below: 1- The transfer of waste will be carried out with intermediate stops (recovery installations) from the waste generator to licensed operators for recovery or their final disposal. In this case, depending on the volume, the code, the generator-disposal distance and the infrastructure ready for recovery or disposal, there is necessarily a need for the transfer to be made with an intermediate stop and this stop is the place of waste management. The non-hazardous waste management facility will serve for the temporary storage/storage/storage of this waste, the differentiation/selection of a quantity of recyclable waste and then their transport to licensed operators for recovery, recycling or treatment/ final annihilation. Referring to Law No. 10 463, dated 22.09.2011 "For Integrated Waste Management" amended, the operations that will be used are: Appendix 1 "Disposal operations" D15 Storage/storage pending any of the operations listed from D 1 to D 14 (with the exception of preliminary storage pending collection, at the site where the waste was generated). Appendix 2 Recovery operations R5 Recycling/renewal of other inorganic materials. This includes land clearing, resulting in soil reclamation and recycling of inorganic building materials. R11 Use of waste obtained from any of the operations listed fromR 1 to R 10. R 12 Exchange of waste to undergo any of the operations listed from R 1 to R 11. If there is no other appropriate R code, this may include preliminary operations prior to recovery including pre-treatment such as, inter alia , disassembly, sorting, breaking/shredding, compacting, pelletizing, drying, grinding, softening, repacking, separating, grinding or mixing before delivery to any of the operations numbered R1 to R11.

	R 13 Storage of waste pending any of the operations listed from R1 to R12 (with the exception of preliminary storage, pending collection, in the place where the waste was created).
Transportation of waste to licensed operators for their final disposal	As we explained above, the waste transfer will be carried out: - With intermediate stops in the facility of storage, temporary storage and transfer of non-hazardous waste The waste transportation procedure is the same as that referred to in this complaint, labeling, packaging, loading, transportation and delivery of waste to licensed operators for recovery, recycling or final treatment/disposal according to the waste transfer documents and the unique code of waste transfer
Monitoring and Reporting to the National Environment Agency	For each of the processes and operations that will be developed for the integrated management of waste in the project area up to the place of waste management or to licensed operators for their recovery, recycling or final treatment/disposal, the company through the waste technical manager will monitor and report to the National Environment Agency periodically on the processes, methods, operations, codes and amounts of waste.

What do we benefit from the reuse of recovered inert waste?

- Prevention and reduction of the use of natural resources for the production of raw materials (construction minerals) for the infrastructural products industry
- The prudent and rational use of nature and its resources
- The reduction of the areas used for the extraction of construction minerals and consequently the prevention of deforestation on these areas.
- Reducing the cost of production of construction material

Concretely, the recovered waste from demolitions/constructions can be used as:

- Wood can be used for pellets (heating)
- Metals can be melted down and recycled to produce metals again for various industries
- Soils can be used for stabilizer and road filling
- Bricks can be reused for social buildings (people in need)
- Asalt can be melted and asphalt is produced again
- Concrete can be used in various industries

12. ENVIRONMENTAL IMPACT MONITORING PLAN AND PROGRAM DURING PROJECT IMPLEMENTATION

Objectives of environmental monitoring

Monitoring for the parameter we are interested in is done through repeated measurements, taken with a sufficient frequency, to make it possible to assess the state of the environment and its changes over time.

In order to increase the reliability of the results of the measurements of sources of emissions (air, land, water, noise, etc.), the measurements must be carried out by accredited specialized laboratories, as well as at the end of the emission test reports, summary reports on the implementation should be drawn up of the conditions approved and written in the Decisionon Preliminary EIA issued by the competent authority (KAM) and this report to be reportedto the responsible bodies, responsible structures to the National Environment Agency, ADF, etc. The report on the results of the measurements of the environmental indicators and the report on the implementation of the conditions of the EIA Decision must be made available tothe control bodies, interest groups and the community of the interested area.

The purpose of environmental monitoring for the project "REQUALIFICATION OF THE GROUPS PROJECT: P1- SKENDERBEUT ROAD, P3- INTERSECTIONS, , P7- EUROPA SQUARE AND P7A- MITAT HOXHA
ROAD", is to provide data through which assess whether the development of the activity is in accordance with the laws and environmental standards related to it, to assess the degree of impact (if any), as well as to assess the environmental performance of its management in the context of continuous improvement.

Monitoring Objectives:

- To compare the quality and condition of the environment before the start of the activity with that during the development of the project "REQUALIFICATION OF THE GROUP PROJECT: P1- SKENDERBEUT STREET, P3- INTERSECTIONS, , P7- EUROPA SQUARE AND P7A- MITAT HOXHA STREET ".
- Monitor emissions (if any) in all phases of project development in accordance with Albanian and EU legal norms and standards.
- To determine if the possible environmental changes are the result of the development of activities carried out in the project region and if there are connections and cumulative impacts with the proposed project.
- To determine the effectiveness of the improvement measures implemented by the actors developing the project in the region.
- To determine long-term impacts (if any).
- To determine the extension of the return to normality of the quality of the environment in the project region, in cases where it is estimated that there are influences and impacts on it.
- Create an archive of environmental quality, a database that can be used in the future.

- To guarantee the suitability of an environmental facility to be used for a specific purpose.

Legal Basis of Monitoring

Environmental monitoring is a legal obligation, the way, frequency and elements of monitoring are different for different activities.

Legal requirement for monitoring:

- Law no. 10431 dated 09.06.2011 "On environmental protection" amended, Chapter VI "monitoring of the state of the environment";
- Law no. 128/2020, for some changes and additions to law no. 10440, dated 07.07.2011 "On Environmental Impact Assessment" amended, Article 25/1 "monitoring and validity"
- The company is obliged to carry out periodic monitoring according to the requirements defined in the conditions of the Preliminary Decision of the EIA.

Legal basis for monitoring

Law no. 10 431, dated 9.6.2011	For environmental protection, amended
Law no. 10 440, dated 7.7. 2011	For environmental impact assessment, amended
Law No. 162/2014	with Law No. 128/2020 "For some changes and additions to Law 10440 dated 07.07.2011 "On Environmental Impact Assessment", Article 25/1 "Monitoring and validity"
Law No. 9774 dated 12.07.2007	For the protection of air quality in the environment
Law no. 9115, dated 24.7.2003	For environmental noise assessment and management
Law no. 111/2012	For the environmental treatment of polluted waters
Law no. 10 463, dated 22.9.2011	For the integrated management of water resources
VKM No. 1189 dated 18.11.2009	For integrated waste management, amended
VKM No. 435, dated 12.09.2002	On the Rules and Procedures for the Design and Implementation of the National Environmental Monitoring Program
VKM No. 803 dated 04.12.2003	For the approval of air emission rates in the Republic of Albania
Instruction No. 8 dated 27.11.2007	For the adoption of air quality norms
Decision No. 177, dated 31.03.2005	For noise limit levels in certain environments

Environmental monitoring and reporting

Monitoring plans are developed to track E&S progress at subproject activity level. The proposed plans are presented in the respective ESMP document and confirms the verifiable indicators as well as responsibilities for the various monitoring actions. The monitoring issues at the ESMP level include confirmation of the dissemination of the ESMP document as well as capacity building and training activities.

The responsibilities for monitoring and evaluation are shared between the ADF and the respective Municipalities. ADF is responsible for record-keeping, management and internal monitoring.
The supervising engineer/contractor will report on the implementation of the ESMP to the ADF on a monthly basis, as well as on the implementation of works. The report must include a chapter on environmental performance, based on ESMP items. The content of the report will be agreed with ADF In case of accident or negative impact on the environment (not predicted by the ESMP) the supervising engineer will report to ADF immediately.

- **Internal monitoring**

- Environmental Monitoring

The responsibility for onsite environmental monitoring of contractor activities will be the beneficiary (LGUs) and the ADF. The LGUs and ADF PMT designated responsible person will conduct regular monthly on- site monitoring of civil works to verify contractors' adherence to the requirements set out in the specific documents, ESIA/ ESMP, to identify any outstanding environmental issues or risks, and to ensure proper application of the prescribed remedial actions. In case of recorded non-compliance with ESMP, the ADF will instruct contractors on the corrective measures and closely monitor their further progress.
Where in addition, there will be a supervision consultancy firm appointed for overall supervision of project construction activities on ground, the recruitment of environment and social experts will be a requirement under the contract of the supervision consultant. The supervision consultants will be responsible for all aspects of the project including environment and social compliance and reporting to the ADF PMT, while the overarching monitoring responsibility and reporting to the World Bank will remain with the ADF PMT.
The ADF PMT team will confirm the performance of the supervision consultants by regularly visiting the project site during the implementation stage and providing guidance on corrective measures on any lapses as required.

The municipalities/ regional environmental agencies, will also monitor that the environmental conditionality during implementation is met, based on the legislative requirements arising from the environmental statement. They will need to report to the Ministry of Environment and Tourism/National Environmental Agency as requested in the statement as well to ADF.

The World Bank team will oversee the implementation of the environmental and social standards for the overall project and each subproject. They will perform periodic monitoring

missions as well as ad-hoc site visit as necessary. The World Bank teams will approve Environmental and Social Management Plan (ESMP) and follow up on its implementation.

Environmental monitoring during the implementation of the project should provide information on the main aspects of the environment, especially the environmental impacts of the project and the effectiveness of mitigation measures taken. Such information enables the success of mitigation measures to be assessed as part of project monitoring, and allows corrective actions to be implemented when necessary. In this regard, the ESMP identifies monitoring objectives and specifies the type of monitoring, and mitigating measures. Specifically, the ESMP monitoring section provides:

- A specific description,
- Details of monitoring measures,
- Parameters to be measured,
- The method to be used,
- Frequency of measurements;

Monitoring and reporting procedures to ensure early detection of conditions requiring specific mitigation measures and provision of information on the results and progress of mitigation measures.

The period before construction works							
Monitoring indicators	Settings	Monitoring Activity/Details	Frequency	Monitoring report	Requirements: Legal and/or international best practices	Monitoring supervision	Cost
Noises	LAeq, LAmax, LAF	Determination, measurement and evaluation of the level of noise in the environment Determination and assessment of exposure to noise in work environments Determining random points for noise monitoring in the area of project groups	Before the start of work by the Accredited Laboratory	Comparison of measured values before and during the works	Law no. 9774, dated 12.7.2007 "On the evaluation and management of noise in the environment" Instruction No. 8, dated 27.11.2007; S SH EN ISO standards • IFC (Environmental, Health and Safety Guidelines - Paragraph 1.7).	Project supervisor ADF	Include in the project budget
Vibrations	Khz	Determination and measurement of the level of vibrations in the environment Determining random points for vibration monitoring in the	Before the start of work by the Accredited Laboratory	Comparison of measured values before and during the works	Law no. 9774, dated 12.7.2007 "On the evaluation and management of noise in the environment" Instruction No. 8,	Project supervisor ADF	Include in the project budget

		area of project groups			dated 27.11.2007; S SH EN ISO standards		
Air	PM $_{2.5}$, PM_{10}, SO_2, NO_2, NH_3, CO, CO_2, VOC, O_3	Determination and measurement of polluting gases in the environment of the project area Determining random points for gas monitoring in the area of the project groups	Before the start of work by the Accredited Laboratory	Comparison of measured values before and during the works	Law no. 162/2014 "On the protection of air quality in the environment" IFC (Environmental, Health and Safety Guidelines - Paragraph 1.1) Albanian VKM No. 435/2002 No. 248/2003 No. 803/2003 No. 352/2015 No. 633/2018 Directive 2008/50/EC. S SH EN ISO standards	Project supervisor ADF	Include in the project budget

Water	pH, BOD, DO, COD, χ, TSS, TDS, SO_4^{2-}, PO_4-P, N, P,	Determination and measurement of surface water quality Determining random points for monitoring the quality of surface water in the area of the project groups	Before the start of work by the Accredited Laboratory	Comparison of measured values before and during the works	Law No. 11/2012 on the integrated management of water resources Law no. 9115/2003 for the environmental treatment of polluted waters VKM no. 177/2005 VKM no. 246/2014 Directive 2000/60/EC S SH EN ISO standards	Project supervisor ADF	Include in the project budget

Period of construction works							
Monitoring Indicators	Parameters	Monitoring Activity/Details	Frequency	Monitoring Report	Requirements: Legal and/or international best practices	Monitoring supervision	Cost
Noises	LAeq, LAmax, LAF	Ensure that the maximum and equivalent noise levels in the area are in accordance with Albanian legislation and permitted norms. Make sure there are no complaints about noise levels Determination, measurement and evaluation of the level of noise in the environment Determination and assessment of exposure to noise in work environments Determining the points according to the conditions of the EIA Decision for	Every month during the construction phase by the Accredited Laboratory, and every day by the contractor	Delivery every month to the contractor and every six months to NEA	Law no. 9774, dated 12.7.2007 "On the evaluation and management of noise in the environment" Instruction No. 8, dated 27.11.2007; S SH EN ISO standards • IFC (Environmental, Health and Safety Guidelines - Paragraph 1.7).	Project supervisor ADF	Include in the project budget

		noise monitoring in the area of the project groups					
Vibrations	Khz	Ensure that the maximum and equivalent levels of vibrations in the area are in accordance with Albanian legislation and permitted rates. Make sure there are no complaints about vibration levels Determination and measurement of the level of vibrations in the environment Determining random points for vibration monitoring in the area of project groups	Every month during the construction phase by the Accredited Laboratory, and every day by the contractor	Delivery every month to the contractor and every six months to NEA	Law no. 9774, dated 12.7.2007 "On the evaluation and management of noise in the environment" Instruction No. 8, dated 27.11.2007; S SH EN ISO standards	Project supervisor ADF	Include in the project budget
Air	$PM_{2.5}$, PM_{10}, SO_2, NO_2, NH_3, CO, CO_2, VOC, O_3	Ensure that the maximum and equivalent levels of air parameters in the area are in accordance with	Every month during the construction phase by the Accredited Laboratory, and every day by the contractor	Delivery every month to the contractor and every	Law no. 162/2014 "On the protection of air quality in the environment" IFC (Environmental,	Project supervisor ADF	Include in the project budget

		Albanian legislation and permitted norms. Make sure there are no air quality complaints Determination and measurement of polluting gases in the environment of the project area Determining the points according to the conditions of the EIA Decision for gas monitoring in the area of the project groups		six months to NEA	Health and Safety Guidelines - Paragraph 1.1) Albanian VKM No. 435/2002 No. 248/2003 No. 803/2003 No. 352/2015 No. 633/2018 Directive 2008/50/EC. S SH EN ISO standards		
Water	pH, BOD, DO, COD, χ, TSS, TDS, SO_4^{2-}, PO_4-P, N, P,	Make sure that the concentration of water parameters in the area is in accordance with the Albanian legislation and the permitted norms. Make sure there are no complaints about water quality Determination and	Every month during the construction phase by the Accredited Laboratory, and every day by the contractor	Delivery every month to the contractor and every six months to NEA	Law No. 11/2012 on the integrated management of water resources Law no. 9115/2003 for the environmental treatment of polluted waters VKM no. 177/2005 VKM no.	Project supervisor ADF	Include in the project budget

		measurement of surface water quality Determining the points according to the conditions of the EIA Decision for monitoring the quality of surface waters in the area of the project groups			246/2014 Directive 2000/60/EC S SH EN ISO standards		
Leftovers	Quantitative	Ensure that waste management is in accordance with Albanian legislation and permitted norms. Make sure there are no complaints about waste management Operations for the management of waste generated by the implementation of the project Determining the points according to the conditions of the EIA Decision for monitoring waste management in the area of the project groups	Every month during the construction phase by the Accredited Laboratory, and every day by the contractor	Delivery every month to the contractor and every six months to NEA.	Law no. 10463/2011 on integrated waste management VKM no. 402/2021 VKM no. 418/2014 VKM no. 229/2014	Project supervisor ADF	Include in the project budget

Fauna	Quantitative	Ensure that fauna management is in accordance with Albanian legislation and permitted norms. Make sure there are no wildlife management complaints Determining the points according to the conditions of the EIA Decision for fauna monitoring in the area of the project groups	Every month during the construction phase by the Accredited Laboratory, and every day by the contractor	Delivery every month to the contractor and every six months to NEA.	Law no. 10006/2008 For the protection of wild fauna Law no. 9587/2006 on the protection of biodiversity Albanian VKM	Project supervisor ADF	Include in the project budget
Flora	Quantitative	Ensure that the management of the flora is in accordance with the Albanian legislation and the permitted norms. Make sure there are no complaints about flora management Determining the points according to the conditions of the EIA Decision for the	Every month during the construction phase by the Accredited Laboratory, and every day by the contractor	Delivery every month to the contractor and every six months to NEA.	Law no. 57/202 For Forests Albanian VKM	Project supervisor ADF	Include in the project budget

		monitoring of flora in the area of the project groups					
Decision Conditions for Preliminary EIA	Qualitative	According to the conditions approved in the Decision on Preliminary EIA	Every month during the construction phase by the Accredited Laboratory, and every day by the contractor	Delivery every month to the contractor and every six months to NEA.	Law no. 128/2020 "For some changes and additions to Law no. 10440 dated 07.07.2011 "On Environmental Impact Assessment “	Project supervisor ADF	Include in the project budget

13. TRAINING

All project employees will receive other training on environmental protection, waste management, applicable environmental legislation, monitoring, safety and health as required by their job position. Further training will be provided by the security officer in accordance with the job positions and duties of the staff.

General training is mandatory for all employees. This will provide all employees with a basic understanding of environmental practices applicable to the protection of the environment, safety and health. Re-training and retraining of personnel may be required by the company. The original training records will be kept at the project site in a file by the security officer.

General Topics	**Specific topics**
1. Environmental protection	1. Familiarity with the basic principles of environmental protection
2. Environmental and Social Management Plan	2. The basic concepts of environmental and social management for the project under implementation
3. Environmental legislation in the field of environmental protection	3. Acquaintance with the vertical and horizontal environmental legislation that is applied to the project under implementation
4. Conditions of Decision for Preliminary EIA for the project under implementation	4. Necessary measures for the implementation of the conditions of the Preliminary EIA of the project under implementation
5. Consultation in the EIA process	5. Phases and steps to be followed for consultation with the public, interest groups and residentsaffected by the implementation of the project
6. Complaints	6. Registration and handling of complaints on sensitive environmental issues
7. Waste management	7. Acquaintance with the waste management plan generated by project implementation, D and R operations
8. Monitoring and reporting	8. Acquaintance with the monitoring and reporting plan on the implementation of environmental conditions
9. Introduction to technical and health insurance	9. Signage and barriers
10. Personal protective equipment (PPE)	10. Closed spaces
11. Emergency Response Plan Training	11. Works at height
12. Fire protection	12. Lifting equipment (Crane, Personnel Platform, etc.), if any
13. First aid training	13. Electrical equipment
14. Risk assessment / Risk analysis at work	14. Work near water environments
15. Accident / Incident Reporting and	15. Use of hand tools

Investigation	
16. Cost of accidents	16. Fire Prevention and Control
17. Technical security in the office	17. Works at high temperature

13. 1 Environmental protection

Every project that has impacts on the environment during its implementation phase must be in accordance with the basic principles of environmental protection in order to achieve in this way the protection of the environment at a high level, its preservation, improvement, prevention and reducing the risks to human life and health, ensuring and improving the quality of life, for the benefit of today's and future generations, as well as ensuring the conditions for the sustainable development of the country.

In implementation of the horizontal and vertical environmental legislation applicable to the project that will be implemented, the conditions approved by the institutions responsible for environmental protection, employees according to the characteristics and positions of the work, must be familiar with their responsibility towards the bull that can caused to the environment, reactions or non-reactions that bring negative impacts on the environment ofthe area where the project is implemented.

Acquaintance of employees with the basic concepts of environmental protection brings direct and indirect benefits not only in the environment of the area where the project will be implemented, but also in the environment where these employees live and exercise their daily activities, positively influencing generations. future.

13. 2 Personal protective equipment

The hazards presented in any given work activity must be assessed and appropriate personal protective equipment (PPE) selected in accordance with:

- The ability of PMP to provide protection against risk without compromising individual safety;
- Suitability for users;
- Compatibility with work activity

The minimum requirements for the PMP will be as follows:

- High visibility clothing (phosphorescent vest)
- Safety harnesses: Plastic construction, manufactured in accordance with a recognized international or national standard (eg EN 397: 1995 or equivalent).
- Hearing protective headphones in environments where the high noise level has been assessed
- Safety shoes: Sturdy work shoes with steel toe protection.
- Eye protection: Safety glasses
- PMP must be worn during all working hours

13. 3 Works at height

This procedure should be applied when working at height, or when there is a risk of falling from a height of 1.8-2 meters.

- If there will be work at height, this should be taken into account by the company to implement all appropriate measures to minimize risks, as well as beevaluated/checked by supervisors.
- Personnel working in areas elevated more than 1.8 m above ground level or adjacent surface where fall exposure exists must use secondary fall protection in securing the safety rope to an approved structure, lifeline or device.
- Fall protection equipment and systems must not be used for any purpose other than employee protection.
- Additional protective equipment must be used for all works at heights above 1.8m.
- Means of access, such as ladders, must be provided for personnel who must perform work in elevated areas.
- Work at height must be supervised for the proper implementation of protective measures

13. 4 Medical care

The objectives of the medical health care program are to protect the health of individuals working at the facility. The program consists of the following elements:

- Past medical history, including information about previous illnesses, previous exposures, and personal and family medical history.
- A medical profile which includes physical examination, tests and other tests.
- Mandatory control according to a certain interval
- Certificate able to work for each personnel
- Workplaces must be evaluated by the company doctor for the danger it may present to employee.

Medical records for each individual will include, as a minimum:

- Name/Surname of employees
- Reports and results of examinations and tests;
- Doctor's Declaration Form, signed and dated by the examining or consulting doctor;
- Any employee medical complaints related to exposure to hazardous substances;
- Copies of employee hygiene exposure monitoring results;

13. 5 Electrical safety

Electrical works due to the very nature of the danger it presents must be carried out under special care, by trained and certified persons. Specific risk assessment of electrical works must be carried out before starting any work and must be supervised to implement all necessary safety measures. The consequences of not properly implementing protective measures can cause fatality for engaged employees and criminal prosecution for the persons responsible. The steps below should be followed:

- Only authorized personnel are allowed to perform electrical work.
- Electrical works must be supervised
- Personnel should be trained
- All electrical materials and equipment must be checked before starting work by certified persons
- Determining periodic equipment control deadlines and staff training.
- Disconnection of electricity in that section or department where work is done
- Locking the connection through security keys

13. 6 Accidental cases, falling fire

Fire routes and exits should be adequately marked and kept clear at all times, especially of combustible materials and sources of ignition. Fire doors should be kept closed when appropriate and never opened.

Once a fire takes hold it will continue to grow as long as there is fuel and oxygen to support the combustion. This is why it is so important to have no combustible materials on evacuation routes, and unnecessary stored combustible materials such as paper, cardboard or plastic in offices and warehouses.

In case of fire, the evacuation scheme is posted on the territory of the warehouse. On the basis of this scheme, the personnel located at the construction site acts by making PMNZSH announcements at the numbers of the fire extinguishers posted on the relevant boards. Inside the construction site, the telephone connection and the mobile phones that are made available to notify the fire brigade are working.

The physico-chemical properties of materials and materials in shaving and processing are an indicator of negative impact with expected consequences for fire.

The site offices will be of fire-resistant construction. They will withstand the fire without being destroyed, allowing the personnel to leave the building, but also to assist in extinguishing the fire by means of fire extinguishers located on the site.

13. 7 Lifting weights manually

Poor lifting technique causes numerous injuries to staff members each year. Handling Operations Manual regulations make all lifting operations subject to evaluation. If moving heavy loads for any distance, always use a carrier to avoid unnecessary back strain. Don't try to carry more than you can easily manage. Be especially careful when climbing stairs while carrying things.

Lifting operations can be hazardous activities if not properly planned and performed safely. Safe lifting depends on three main elements, which require the operation to be:

- properly planned by a competent person
- is appropriately supervised
- performed in a safe manner

13. 8 Fisrt Aid

First aid can save lives, reduce pain and help an injured person recover faster. Health and Safety Regulations require that you provide adequate equipment and personnel to enable you to provide first aid to your employees if they are injured or become ill at work. The minimum provision for all facilities is:

- a first aid box with enough equipment to handle the number of workers;
- a designated person to take responsibility for providing first aid
- Information that tells workers the name of the designated person or first aider and where to find them.

13. 9 Hazardous substances

Any hazardous substances to be used, or processes that may produce hazardous materials, must be identified. Occupational hazards that may affect employees or members of the publicmust be assessed. Designers must eliminate hazardous materials from their designs. Where this is not possible, they should specify the least hazardous products which perform satisfactorily. Contractors often have detailed knowledge of alternative, less hazardous materials. Designers and contractors can often assist each other in identifying hazardous materials and processes and suggesting less hazardous alternatives. People can be exposed to hazardous substances either because they handle or use them directly. Identify and assess both types of risk. If hazardous substances are to be used, manufacturers and suppliers of such substances have a legal duty to provide information. Read the label on the container and/or the safety data sheet.

13. 10 Injuries from falls

Something as simple as a slip is the single biggest cause of workplace injuries, leading to more than 1,000 major injuries being reported each year. Most of these injuries can be easily avoided by effectively managing those areas of the site where workers need access, such as corridors, walkways, stairwells. Measures to prevent accidents:

- Keep work and storage areas clean.
- Plan shipments to minimize the number of materials on site.
- Ensure that corridors, stairs, footpaths and other areas used by pedestrians are kept clear of obstructions at all times.
- Where minor level changes cannot be avoided, (eg door entrances to buildings)consider the use of well-constructed temporary ramps or some other means of providing easy and safe access.
- Use wireless tools, when possible, to avoid the need to manage the operation of cables
- Clear the construction site of unnecessary materials
- Arrange the building materials in appropriate places
- Make sure that the signage is phosphorescent and in places visible to the employees and residents of the area
- Place temporary signage in places where work is being done

The operator must ensure that all employees, contractors or other persons performing specific tasks are properly qualified, trained and familiar with ESMP.

Number of employees	

No	Name/Surname	Designation of the job position	Education			Diplomas/ Diplomas/ Certifications	Previous training		Determine the need for treatments and the type of training
1			Low	Medium	High		Yes	No	
2									
3									
4									
5									
6									
etc									