



EFFICIENT USE OF WORKING HOURS

Introduction

In order to ensure the efficient use of working hours on projects and sites, EPCs and Managing Contractors should fully take into account NAECI 3.1(b).

The main areas of concern relate to wasted productive time due to unnecessary transit time between car parks, welfare facilities and the workforce. The best site arrangements will minimise unproductive time by reducing travelling distances for operatives, in particular at times of refreshment breaks.

Inevitably such arrangements can incur additional set up costs and early engagement with the client is essential. Forward looking clients will address these issues as a matter of course prior to tendering but this is not always the case.

In particular:

- (a) Car parks should where possible, be adjacent to the work site, sufficiently well surfaced and of adequate size
- (b) Efficient entry/exit systems should be employed
- (c) Covered walkways should be considered so that operatives are protected enroute to the welfare facility
- (d) Welfare facilities should be as close to the workforce as possible
- (e) Where this is not possible, satellite facilities should be installed where practical
- (f) If the above is impractical then internal site transport should be considered and NJC Guidance Note (13)01 referred to
- (g) Consideration of any expected winterisation adjustments for all of the above should take place as early as possible during the site layout planning phase

On Categorized projects and sites the EPC or Managing Contractor should discuss intended site layout arrangements with the signatory trades unions during the SPA negotiations and agree any practical changes necessary.

Reference: NAECI 3.1(b), NJC Guidance Note (13)01