Preparing for your CLOCS site monitoring visit

CLOCS Standard Version 4

A formal CLOCS monitoring approach has been developed by the Considerate Constructors Scheme to review the performance of individual construction projects against the requirements of the CLOCS Standard that apply.

> Please note that the CLOCS monitoring visit will be separate to a normal CCS visit, and anything observed will not prejudice your performance with CCS or vice versa even if the two visits take place in quick succession to one another, or indeed concurrently, with one immediately following the other should circumstances allow.

When a visit is agreed, the site team will be sent a self-assessment checklist which must be completed and returned to the CLOCS monitoring team prior to the visit. This allows the project to assess its own performance against the CLOCS requirements and provides the opportunity to implement solutions where that assessment identifies any shortfalls against the Standard.

This self-assessment checklist will be reviewed by the CLOCS Monitor prior to the visit. The CLOCS Monitor will then visit the site to discuss this with the site team and make observations about how CLOCS has been implemented on the site based on the CLOCS Site validation checklist. They will request to see evidence of vehicle inspections, and other measures being taken in relation to the CLOCS Standard. The visit will focus on the 'Principal Contractor' requirements of the CLOCS Standard as detailed in section 5.

The CLOCS Monitor will want to speak to the person responsible for the implementation of CLOCS on the project. This will usually be the site manager and/or person in charge of site logistics. They may also speak to traffic marshals and/or other site staff about CLOCS.

To make the most of the visit, the following must be available:

- Documented Construction Logistics Plan (CLP)
- Gate compliance check data, including the number of vehicle movements, number of vehicle checks, and number of non-compliances for the last full calendar month
- Evidence of how the site has responded to any instances of non-compliance identified
- Evidence of communication to the supply chain, e.g. maps issued to drivers showing agreed vehicle routes, etc.
- Any other evidence of how the site ensures supply chain compliance relating to CLOCS

The CLOCS Monitor will produce a report summarising their findings together with recommendations as to how site performance might be improved. Nine sections of the checklist will be individually scored to reflect the level of performance established by the monitoring process.

0   no evidence at all of the CLOCS Standard being met
1   although the CLOCS Standard is not being fully met, there is evidence that efforts are being made albeit with room for improvement
2   the requirements of the CLOCS Standard are being met

Some sections include additional best practice opportunities, highlighted as non-bolded italicised questions, relating to 'should' and 'may' statements within the CLOCS Standard. These sections may be awarded 3 points where the CLOCS Monitor is satisfied that these additional questions have been suitably addressed demonstrating performance beyond the minimum requirements of the CLOCS Standard.

Two sections are marked as N/A as these are no longer assessed as part of the CLOCS site monitoring process but remain key requirements for Principal Contractors, typically undertaken by the procurement team.

These individual section scores will translate to an overall score for your site.

Construction Logistics and Community Safety