



Pablik Woks Dipatmen

Komuniti-Beis Kontrakta

Wok mo Sefti Kaed Buk





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Fowod

Pablik Woks Dipatmen (PWD) Komuniti Bes Kontrak program hemi wan impoten skim we i allowem PWD blong hemi wok tugeta wetem ol komuniti tru aot lo Vanuatu blong givim aot sam kontak wok lo rutin mentenens yusum ol leba. CBC skim ya hemi kam olsem pat blong Decentralizasen strategi blong Vanuatu kavman, mo hemi plan blong bilidimap strong mo gudfala patnasip wetem Provins, Local kavman mo ol komuniti. Hemi wan impoten janis blong jensem tingting blong olgeta long provins mo ol komuniti blong oli kam tugeta blong lukaotem gud rod blong olgeta from se rod ia i helpem olgeta blong save kasem ol men sevis mo muv aot long tingting blong dipen long wan nomo blong provaedem sevis..

Junior Shim George

Acting Daarekta, Pablik Woks Dipatmen
Ministri blong Infrastrakja & Pablik Utiliti

Introdaksen

Kaed ia i kam anda long CBC Operations Manual mo tu olsem pat blong Sosel Sefkads Fremwok (2014) blong Ministri blong Infrastrakja mo Pablik Utiliti (MIPU) mo Pablik Woks Dipatmen (PWD). Insaed long Sosel Sefkads, helt mo sefti blong ol komuniti kontrakt hemi impoten mo kaed ia i givim ol minimam standad blong helt mo sefti blong lukaot gud olgeta taem oli stap wok.

Pepes

Kaed ya hemi blong ol kontrakta we oli stap karem aot ol wok blong rutin mentenens blong ol rod mo eapot. Ol wok ia hemi ol leba bes wok blong karem aot mentenens mo hemi no inkludum ol teknikol save long konstraksen o ripea woks. Ol aktiviti hemi katem kras, katem ol branj blong wud mo klinim ol dren.

Hu nao blong yusum kaed buk ia

Kaed ia oli mekem blong ol komuniti wok supavaesa (CWS), Provinsiel Komuniti Patnasip Ofisa (PCPO) mo ol komuniti we oli wok long ol komuniti kontrak. Insaed long kaed ya, ikat:

Ol wok mo responsibiliti

Ol wok blong PCPO, CWS mo ol komuniti olsem we i stap long “Community Based Contracting Operations Manual”

Wok blong ol kontrakta long rod mentenens

Ol wok we ol komuniti oli shud mekem long taem blong rutin mentenens blong ol rod mo airport, mo

Sefti

Helt mo Sefti rul we ol komuniti i mas blong folem..

Apendises

Oi wok mo responsibiliti





Saot Santo Komuniti



North Tanna komuniti ripresentatif

Wok blong Provinsel Komuniti Patnasip Ofisa (PCPO)

PCPO hemi risponsibol long program ia long Provinsel level, mo hemi men koneksen bitwin PWD, Provins, Eria Kaonsel, Jif mo ol komunitis. Hemi wok wetem ol wokman blong Provins olsem Plana, Eria Kaonsel Dvelopmen Ofisa mo ol Eria Sekretari.

Wanwan PCPO hemi sapotem araon 100 kasem 200 Komuniti kontrakta mo 6 kasem 12 Eria Sekretari.

Men Risponsibilitis	Ol Wok	Hao bae emi mekem wok
Administresen	<ul style="list-style-type: none"> Okanaesem mesamen blong ol niu seksen long rod blong wok Mekem welkam mo trening blong ol niu Kontrakta, mo mekem sua oli andastandem gud Kontrakt, mo givim aot kopi blong kontrakt long wan wan kontrakta Mekem sua se oli saenem mo fulumap gud ol fom we i stap long “Community Based Contractor Operations Manual” blong oli save apruvum. Mekem sua se evri Kontrakta i gat wan bisnis laesens mo bank akaon Manejem riplesmen blong ol kontrakta. 	<ul style="list-style-type: none"> Finisim sosel mo envaeromen sefkads jeklis. Trenem ol CWS long wei blong wok mo komplitim kontrakta trening rejista.
Jekem wok	<ul style="list-style-type: none"> Manejem araon 100 komuniti kontrakta, visitim olgeta evri dei taem oli wok mo folem gud ol instraksen blong Divisinol Maneja mo Senior CPO blong jekem ol wok pefomens mo sefti blong ol kontrakta. 	<ul style="list-style-type: none"> Miting long evri wik mo tokbaot eni problem blong wok Jekem gud rod seksen blong wan wan kontrakta long taem we oli wok mo jekem pefomens blong olgeta long saed blong hamas wok oli mekem mo kwaliti blong wok mo submitim wikli ripot i go lo SCPO mo DM.
Sefti	<ul style="list-style-type: none"> Enkarejem ol Kontrakta blong wok sef mo blong andastandem gud kaed buk ia Givim wanwan Kontrakta kopi blong kaed buk ia, ol sefti ikwipmen, sefti klos mo blong trenem olgeta long hao blong usum ol sefti kia ia. 	<ul style="list-style-type: none"> Mekem sua se ol kil i bin ripoted folem stret proses blong PWD

Wok blong Komuniti Wok Supavisa (CWS)

Ol Komuniti Wok Supavaesa (CWS) oli konektem gud Provinsel Komuniti Patnasip Ofisa (PCPO) mo komuniti anda long kontrak.

Bae yumi jusum olketa aot long komuniti blong olgeta, mo olgeta bae i wok olsem volentia blong lukaotem evri pat blong wok.

Ikat 4 CWS long wanwan komuniti, 2 man mo 2 woman. Long taem blong wok i mas kat wan man mo wan woman CWS i stap oltaem blong lukaotem wok.

Olsem we i stap long “Community Based Contracting Operations Manual”, ol ki risponsibiliti blong ol CWS i stap long tebol 2.

Men Responsibilitis	Ol wok	Hao bae emi mekem wok
Administresen	<ul style="list-style-type: none"> Attendem ol trening kos blong program Kivim trening long ol komuniti Raetem nem blong wanwan man we i kam wok evri dei. 	<ul style="list-style-type: none"> Attendem trening long stat blong kontrak Rikodem taem i kivim kopis blong kaed buk ia long ol CWS. Mekem sua se oli fulumap “Attendance register” mo pasem i ko long PCPO lo end blong wok.
Jekem wok	<ul style="list-style-type: none"> Ripot long PCPO long pefomens blong kontrak. 	<ul style="list-style-type: none"> Ripot evri dei long ol wok blong kontrakta
Sefti	<ul style="list-style-type: none"> Kipim gud ol sefti klos, kivim aot long ol man wok mo karem bak long end blong dei Mekem sua se Kontrakta i wok folem kaed buk ia Mekem sua se ol wokman mo woman i putum gud ol sefti saen mo kon mo werem ol sefti klos long taem blong wok. Rikodim gud eni aksiden o kil 	<ul style="list-style-type: none"> Kipim gud Safety Equipment Lists Folem ol stret fasin blong wok mo sefti olsem kaed buk ia i soem Putum ol woneg saen bifo wok i stat Fulumap Insiden ripot (olsem hemia long end blong buk ia long Apendiks B) taem we i gat wan aksiden o kil mo pasem ripot ia i go long SCPO.

Wok blong ol komuniti memba

Ol komuniti memba oli mas mekem ol wok we i stap long Kaed buk ia mol wok we istap long skop blong wok long kontrak akrimen. Olsem we i stap long blong buk ya, yumi mas folem ol sefti rul ya mo ol rul blo PWD long rod sefti. Ol Komuniti memba oli mas werem ol sefti klos bifo oli statem ol rod woks.

Sipos i kat eni aksiden, eni wan i kasem kil o eni wan i no hapi, plis ripotem long CWS blong yufala.



Lelepa Kommuniti, Efate Ring Rod

Wok blong ol kontrakta long rod mentenens



Wok blong yumi ol Kontrakta

Long wanwan Kontrak ol komuniti bae i save mekem wan o sam long ol wok olsem:

Katem kras



Malekula



Efate Ring Rod, Efate

Klinim ol Tebol Dren



Ist Kos Rod, Santo



Ist Kos Rod, Santo

Katem sot ol wud we i bin foldaon o i stap hang ova lo rod



Ist Kos Rod, Santo



Efate Ring Rod, Efate



Mesamen blong distens blong katem kras



Ist Kos Road, Santo

Katem kras

Wok ia hemi blong katem kras long olgeta ples ia:

- saed blong rod
- sholda blong rod long rod
- ol ples we wota i pas long long hem, katem kras raonem ol paep mo saed dren paep mo ol dren
- raon long ol post mo saen mo ol narafala samting we i stap long saed rod.

Ol impoten poen

Taem we yu katem kras yu mas katem olsem:

- katem kras stat long sholda kasem saed dren mo 2 mita afta long saed dren
- katem kras kasem haet blong 10cm afta long seves blong kraon
- katem kras raon long ol post, saen mo ol narafala samting we i stap insaed blong mak blong katem kras

Taem yu finis katem kras

- Yu mas pikimap ol kras mo sakem gud insaed long bus long saed rod long ples we i no gat karen o bae yu no lukim. Yu mas putum gud insaed long bus bitim 5 mita long saed rod. Yu no mas bonem kras.
- Yu mas pikimap ol toti mo mekem sua se ples i klin gud taem yu finisim wok.



Kras afta we oli katem, Ist Kos Rod, Santo



Kras i kro ofarem wing wol, Efate Ring Rod



Saed dren afta we oli kliarem North Ambae Rod



Kalvet i blok, Efate Ring Rod



Kalvet afta we oli kliarem, Ist Kos Rod, Santo

Klinim ol dren

Wok ia blong klinim gud ol dren. Ol dren we i ron folem rod yumi singaot se tebol dren mo ol dren we i krosem rod yumi singaot se kros dren.

Ol impoten poen

Blo mekem wok ia yu mas:

- karem aot ol lif ,sopmat, ston, o wud blong mekem wota i save ron aot gud long dren mo i no fas long eni ples
- karem aot ol smolsmol ston mo bikfala ston long rod

- karem ol ston mo hipimap gud long ol ples we PWD i soem long yu.



Saed dren afta we oli klinim, Ist Ambae Rod



Karem aot ol toti blong wud mo ol narafala toti we wota i karem i kam long inlet mo aotlet blong kalvet, Elst Kos Rod, Santo



Kras i kro mo blokem kalvet, Saot Rod, Santo



Kalvet afta we oli klinim, Saot Rod, Santo



Efate Ring Rod



Efate Ring Rod



Kras i gro bigwan tumas mo ol branj blong wud oli hang ova long saed dren mo rod, Saot Ist Kos Rod, Santo

Katem sot ol wud we i bin foldaon o i stap hang ova long rod

Wok ia blong katem ol wud we i bin foldaon, mo katem ol wud we i stap hang ova long rod. Karemaot wud mo hipimap gud samples aot long saed blong rod.

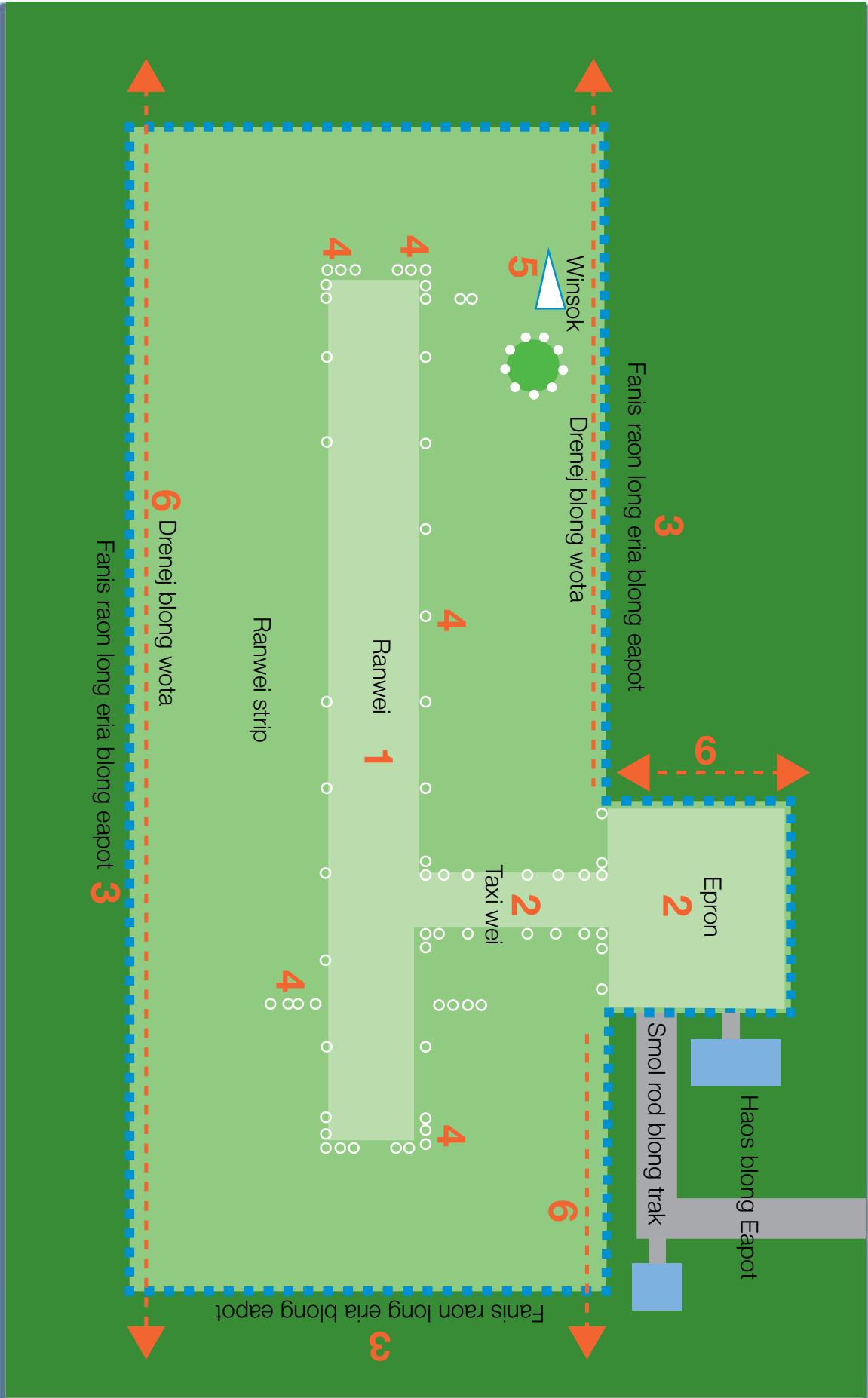
Ol impoten poen

Taem yu mekem wok ia yu mas:

- katem ol wud we i stap hang ova long ol dren
- katem eni stampa blong wud we i bin fol daon long rod, long ol dren, mo hipim gud bihaen long tebol dren
- kliarem gud ples mo faenem wan ples blong sakem ol toti ia. Yu no mas bonem ol toti.
- ol samting we yu bin katem ,yu mas karem aot mo sakem gud insaed long bus long saed blong rod long ples we i no gat karen o bae yu no save luk. Yu mas putum gud insaed long bus bitim 5 mita long saed rod.
- yu mas pikimap ol toti mo mek se ples i klin gud taem yu finisim wok.



Efate Ring Rod



Eapot

Long wan kontrak blong mentenem eapot, bae oli save askem kommuniti blong i mekem wan o mo long ol wok ia.

Wok	Mentenens wok blo mekem
1 Ranwei sefes	Long ol ranwei we i gat kolta, mekem sua se oli pikimap evri toti blong mekem se sefes blong runway hemi smut. Ol ranwei we i nogat kolta, fulumap ol hol long ranwei, riperem ol damej we animol i mekem o ol mak blong wil long ranwei mo kompaktem gud blong mekem sua se ranwei hemi smut semak olsem we ibin stap.
2 Taxi wei mo epron sefes	Long ol ranwei we i gat kolta, mekem sua se oli pikimap evri toti blong mekem se sefes blong ranwei hemi smut. Ol ranwei we i nogat kolta, fulumap ol hol long ranwei, riperem ol damej we animol i mekem o ol mak blong wil long ranwei mo kompaktem gud blong mekem sua se ranwei hemi smut semak olsem we ibin stap.
1 Haet blong kras long ranwei	Katem kras kasem wan haet blong 50mm mo mekem sua se oli sakem ol toti blong kras 5 mita aot long laen blong fanis long wan klin wei.
2 Haet blong kras long Taxi wei mo epron	Katem kras kasem wan haet blong 50mm mo mekem sua se oli sakem ol toti blong kras 5 mita aot long laen blong fanis long wan klin wei.
1 Haet blong kras long ranwei strip	Katem kras kasem wan haet blong 150mm mo mekem sua se oli sakem ol toti blong kras 5 mita aot long laen blong fanis long wan klin wei.
3 Fensing	Katemaot kras o tri 2 mita aot long pos mo waea blong fanis long tugeta saed mo mekem sua se oli sakem evri toti 5 mita aot long laen blong fanis. Katem eni branj blong wud we i hang ova long pos blong fanis.
4 Erodrom makas	Katem kras kasem wan haet blong 50mm.
5 Winsok	Katem kras 5m x 5m raon long stampa blong windsock long wan haet blong 150mm.
6 Drenej	Katem ol kras mo karemaot kraon graon long ol saed dren mo sakem ol toti 5 mita bihaen long laen blong fanis long wan wei we i klin.
Obstakol limitesen sefes	Katem ol bus wetem ol tri blong kipim “obstacle limitation surface” i kliia oltaem. Not: “obstacle limitation surface” hemi stat long end blong ranwei mo i go antap mo saed long 1:20 mo i kasem 1200m long ranwei..



Saed dren mo laen blong fanis, Longana Eapot, Ambae



Taxi wei mo epron Longana Eapot, Ambae



Winsok, Longana Eapot, Ambae



Ranwei wetem winsok wetem laen blong fanis bihaen, Sara Eapot, Pentecost

Sefti



Ol klos mo ekwipmen blong sefti

Ol sefti klos mo ikwipmen we istap long piksa aninit bambae PWD i givim long wanwan kontrakta.

Ol samting ya bae komuniti patnasip ofisa (CPO) bae hemi rikodem long "Equipment and Safety Register" mo hemi hand ova i go long ol CWS mo bae olgeta nao i givim aot long ol wokman. Hemi impoten se CWS hemi mekem sua se ol kommuniti memba oli werem ol sefti klos oltaem taem oli wok.

PWD hemi givim ol ikwipmen ya long ol kommuniti olsem wan stata kit. Bambae kommuniti hemi lukluk blong pem sam mo ikwipmen mo tul blong wok blong karem aot ol rutin mentenens wok ia.



PWD wokman mo woman wetem ol sefti klos mo ikwipmen



Trafik kon



Sefti vest mo han glav



Fes Aid Kit

Tul blong Wok

Oi men tul we kontrakta i nidim blong mekem wok.



Kras kata



Bus naef



Aian rek



Wilbaro



Lon mowa



Savel

Helt mo sefti long ples blong wok



Bus toelet

Komuniti i mas mekem bus toelet long ples blong wok; hemi propa blong bildim temporari bush toelet long evri kilomita blong rod sapos we ino kat vilij i stap kolosap long wokples. I mas kat tufala toelet, wan blong ol man mo wan blong ol woman. Tufala toelet ia hemi blong usum long taem blong wok. Ol toelet ia i mas kat gudfala wol, usum blak plastic o eni lokol materiel.



Kam

Hemi impoten blong ol CWS i mekem sua se ol komuniti oli bildim wan kam kolosap long ples blong wok we oli save usum blong:

- priperem kakae blong lanj
- Storem ol material blong wok
- wan sef ples blong ol pikinini i stap long hem taem ol bigman mo woman oli wok
- ples we mama i save yusum blong givim titi long pikinini.



Wota

PCPO mo CWS i mas mekem sua se i kat sef wota blong dring oltaem blong ol komuniti long ples blong wok; sipos i nid blong olgeta i karem long trak o sam komuniti memba i save kollektem blong evriwan.



Trafik Kon

I mas kat trafik kon long rod blong talem long ol trak mo ol narafala iusa blong rod se i kat wok i stap go hed long rod ia.



Karem aot ol strakja

Taem we wok i finis, i nid blo karem aot eni strakja we yumi bildim long ples blong wok mo klinimap eria. CWS hemi mas inspektem eria blong mekem sua se hemi klin mo ol strakja we oli karem aot oli sakem long ples blong toti.



Ples blong sakem toti

No sakem toti olbaot from hemi mekem ples i toti mo i save kosem siknes. Sakem ol toti long stret ples blong toti. Karem aot eni nara toti olsem toti blong kakae o plastic/ tin mo sakem long ples blong toti. Sipos i nogat ples blong toti kolosap, dikim wan smol hol mo yusum blong sakem toti long hem. Hol ia i mas 1m x 1m long mo 1.5m dip. Afta we wok i finis, berem hol ia bakegen.



Tanna Kommuniti

Sefti Klos

Hemi impoten tumas se ol komuniti memba we i mekem wok ia oli mas werem gud ol sefti klos. Oli mas werem sefti but, mo sefti vest (set). Mas werem renkot long taem blong ren.

Oi sefti vest bae PWD i kivim. Kontrakta i mas provaedem ol sefti sus.



Aksiden o Disagrimen

Wei blong ripotem ol aksiden

Sipos eni man long wok i kat kil, yumi mas folem laen ia blong ripotem:

Ol aksiden we i happen long taem mo long ples blong wok, ol CWS i mas handelem fastaem. Sipos we hemi wan smol kil nomo, CWS bae i save tritim wetem First Aid Kit nomo. Be sipos hemi kat wan bikfala kil we i nidim dokta, CWS emi mas kotaktem PCPO mo arenjem transpot blong go stret long hospital o clinic. PCPO bae infomem DM mo kopi Sinia CPO long aksiden ripot.

Wei blong ripotim mo stretem ol disagrimen o raorao

Long saed blong disagrimen espeseli long saed blong raorao long graon, bae komuniti nomo i mas stretem.

Sipos komuniti oli no save stretem, bae ol lida long lokol eria mo provins bae i givhan blong strtetem folem ol fasin blong wanwan aelan.

Ikat mo infomesen insaedlong “CBC Operations Manual” long saed blong resolvem ol problem mo ol janel blo pas tru long hem.

Kil long wokples

- CWS bae givim fes aid
- Sipos hemi wan smoil kil nomo bae CWS i rikodem mo
- ripotem long PCPO

Bikfala Kil

- CWS hemi kontaktem PCPO mo karem man kat kil i go long hospital o clinic we i kolosap
- CWS i mas talemaot long ol famili blong man we i gat kil



Ripot

- PCPO hemi ripotem insiden long SCPO
- Wan rikod blong ol kil i shud stap long fael blong ol kontrakta mo i shud gat rikod i stap wetem SCPO.





Tanoliu Komuniti, Efate Ring Road



Tanna Komuniti

Appendices

Ol Abreviesen

ACDO	Eria Kansel Developmen Ofisa
AS	Eria Sekreteri
CBC	Komuniti-beis Kontrakta
CWS	Komuniti Wok Supavaesa
DM	Divisonol Maneja
MIPU	Mininsri blong Infrastrakja mo Pablik Utiliti
PA	Provinsel Administresen
PCPO	Provinsel Komuniti Patnasip Ofisa
PWD	Pablik Woks Dipatmen
SCPO	Sinia Komuniti Patnasip Ofisa
WC	Wod Kansel

Ki kontakts

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PWD Tafea

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Tel: 88689

PWD Penama

Saratamata Office
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Fax: 22785

Malampa Provincial Council

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Tel: 48491

Penama Provincial Council

Saratamata Office
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Tafea Local Government Council

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