### Annex 1 – Scoring Method for Item 6.1 Site Cleanliness in Section 6 on General Obligations

<table>
<thead>
<tr>
<th>6.1 Site Cleanliness</th>
<th>Criteria</th>
<th>Max. Mark</th>
</tr>
</thead>
</table>
| Is the site generally tidy and clean? | Adequate Number of rubbish bin provided  
Adequate Number of rubbish bin provided  
Rubbish collection point provided  
Rubbish properly collected  
No scattered loose debris and materials  
No storage of materials on passageways  
Dust adequately suppressed  
No Dripping water  
Adequate and suitable lighting  
No projecting nails or sharp objects are used and left on site  
Passageways kept free of obstruction  
Demarcated walkway and storage area provided as required | 5 |
| Has the contractor spent effort in keeping the site clean and tidy? | Cleaning team provided  
Staff assigned for cleaning  
Arrangement or daily cleaning  
Records kept  
Housekeeping plan provided  
Toolbox training provided  
Pest control measures adopted  
Equipment is isolated prior to cleaning and routine maintenance operations  
Adequate toilet for employees, male/female toilets  
Hand washing facilities for employees, nature of work may require shower facilities | 3 |
| Are materials, including materials required for temporary works, stored in an orderly manner? | No unstable storage of materials (Height < 2m)  
Cylindrical materials wedged  
Chemicals properly labeled  
No obvious overloading of floor or structure  
DG / Chemical store provided  
Demarcated area for storage provided | 4 |
| Has the contractor maintained all public access within the site tidy? | Worker deploy to maintain the site entrance cleanliness  
No storage materials at the public access  
Dust suppression at the public access  
Hoarding provided  
Demarcated works area provided  
Sufficient warning and lighting provided  
Safe, approved methods for cleaning and/or maintaining equipment are used.  
Equipment and work areas are cleaned/maintained according to agreed safety, preventative maintenance schedules, and where applicable, manufacturer specifications. | 5 |
### 6.1 Site Cleanliness

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<tbody>
<tr>
<td>Has the contractor reacted promptly to complaints on untidy site conditions?</td>
<td>4</td>
</tr>
<tr>
<td>• Rectify the complaints made within the time limit specified by the RO with written rectification report provide to the client</td>
<td></td>
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<tr>
<td>• Any complaint hotline established</td>
<td></td>
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<td>• Compliant hotline easily reachable</td>
<td></td>
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<tr>
<td>• Designated person responsible for handling complaints</td>
<td></td>
</tr>
<tr>
<td>• Verification with Meeting minutes / Monthly report</td>
<td></td>
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<tr>
<td>Has the contractor reacted promptly to improve the tidiness and cleanliness on untidy site conditions after written warning? A poor or very poor performance in this aspect will result in “Poor” or “Very poor” rating in item 6.1.</td>
<td>5</td>
</tr>
<tr>
<td>• Rectify the complaints made within the time limit specified by the RO with written rectification report provide to the client</td>
<td></td>
</tr>
<tr>
<td>• Verification with Meeting minutes and Monthly Report</td>
<td></td>
</tr>
</tbody>
</table>

Score of this main item = \[rac{\text{Sum of marks obtained for all relevant sub-items}}{\text{Sum of maximum marks for all relevant sub-items}} \times 100\%

Rating of Item 6.1: Very Good / Good / Satisfactory / Poor / Very Poor

\[
\begin{array}{c}
>85\% \\
>70-85\% \\
>50-70\% \\
>30-50\% \\
0-30\%
\end{array}
\]