## IPAS/IPPS

# Independent<br/>Inspection Report

Centre:	Rosslare Port Lodge
Inspector:	Emma Downey
Date of Inspection:	11/11/22
Time of Arrival & Departure:	1000-1230

## Part 1 General Information on Services

## **Independent Inspection Report**

**Centre:** Accommodation Centre

Date of Inspection: 11/11/22

1.	CENT	RE D	<b>ETA</b>	ILS
<b>_</b> _ `	CLIVI	$\cdots$		

Name and address of Centre	Ballygillane Big, Rosslare Habour, Co.Wexford. Y35 HR58.		
Contractor	Damien Fitzsimons		
Manager	Kayleigh Butler		
Who deputises for manager in his/her	Give Job Title only		
absence?	Duty Manager		
Telephone Number	0868646058		
'			
Current Contracted Capacity	114		
Current Occupancy (today)	92		
Current Centre Profile (e.g., singles, families etc.)	Single Males, Single Females & Families		
HSE Area	Wexford		
Public Health Nurse	Aoife Murray		
DSP / CWO name	Joe Barry		
Environmental Health Officer name	Unknown		
Local Fire Officer Name	Paul L'Esatrange		
Local Fire Station	Wexford		
Is the Centre certified by any Quality Management System Yes No (i.e. Q Mark, ISO)?:			
If yes, please give details:			
What was the date of the last certificatio	n?		
Have you a copy of the Certification Yes No			
2. Please provide a copy of the following			
	Check List		
Official Register			
Menu Cycle n/a			
Staffing Lists as follows:			
1. Full list of staff employed at the centre (indicating Names, Titles,			
Roles, etc.,)  2. Indicate who is on duty at time of inspec	tion (today)		
3. a separate list of Designated Liaison Persons (child protection)			

24 hour supervision provided?	(Y/N)	Yes 🛛 No 🗌	
Give details of roster hours	<u> </u>		
Is security provided by external company?	(Y/N)	Yes No 🖂	
If yes, give name of company:			
Does the centre have CCTV?	(Y/N)	Yes No 🗌	
Is a list of emergency numbers available in the		Yes 🛛 No 🗌	
Manager's office?			
Does the list include the following numbers?	(Y/N)	Yes 🛛 No 🗌	
Local Garda station 24 hr number			
Local hospital			
Local fire station		If no, give details:	
Duty Social Work Team			
Out of hours GP Service			
RIA out of hours number			
Are first aid kits available?	(Y/N)	Yes No	
Where and how many?		2 in shop and maintenance office	
Who is responsible for first aid restocking?		Job title <u>only</u> (not name) of person responsible: <b>Manager</b>	
Is there a defibrillator in the centre?		Yes 🗌 No 🔀	
How many staff been trained to use it?			
HEATING ARRANGEMENTS			
What type of heating is used in the centre?		Electric	
Do residents have control of the heating in their ov	wn	Yes No 🖂	
bedroom?			
If no, what arrangements are in place?		Ask Reception to change	
What are the heating 'ON' times?		Constant at present	
HOUSE RULES			
Are residents provided with a copy of the House Rules on arrival?		Yes 🗵 No 📙	
How does centre management explain house	In dif	fferent languages, displayed	
rules to residents on arrival? on wa		all and communicated on	
rules to residents on arrival?	0	arrival	

(Yes/No)

Yes

1000-2200

Yes 🖂

No

Are residents issued with key for main door?

Are there procedures to allow residents to receive

If no, give details

visitors? (Give details)
Outline visiting times:

In what areas are visitors allowed in the centre?	Communal
Any other relevant information:	
Is there a facility for storage of residents' valuables*?	Yes, lockable lockers.
(Give details.) (* Storage is at resident's own risk)	
What toiletries are provided to residents on arrival?	Shop on site
What arrangements are in place to replenish these	Shop on site
items?	
ARRANGEMENTS FOR MAINTENANCE	
Does the centre have a written procedure in place	Yes No
for residents to report maintenance issues? (Yes/No)	
Is there a maintenance day book? (Yes/No)	Yes 🔀 No 📙
Describe the maintenance procedure at the centre:	
Rooms are inspected weekly and there is a log in of	fice. Last entry 2/11/22
CHILD PROTECTION	
Are measures in place to inform staff and visitors of RIA's	Certs displayed for all staff for Tusla trainin
Child Protection Policy?	
(Give details)	
Are visitors asked to sign a declaration agreeing to	Visitors log in place
adhere to the child protection policy?	
Where is declaration held?	Reception
Is there a sign in book for visitors? Where?	Reception
Are there notices on public display giving name and	Reception
contact details of Designated Liaison Person? Where?	
Have Designated Liaison Persons received HSE training?	Yes
Are notices prominently displayed regarding parental	Multiple signs
supervision of children? Where?	
FOOD SAFETY	
FOOD SAFETY Has a HACCP system been implemented? (Yes/No)	Yes No 🔀
	Yes No Yes No
Has a HACCP system been implemented? (Yes/No)	
Has a HACCP system been implemented? (Yes/No) Have the premises been inspected by an Environmental	
Has a HACCP system been implemented? (Yes/No) Have the premises been inspected by an Environmental Health Officer? (Yes/No)	Yes No 🗵
Has a HACCP system been implemented? (Yes/No) Have the premises been inspected by an Environmental Health Officer? (Yes/No) Date of last visit:	Yes No 🗵
Has a HACCP system been implemented? (Yes/No) Have the premises been inspected by an Environmental Health Officer? (Yes/No)	Yes No 🗵
Has a HACCP system been implemented? (Yes/No) Have the premises been inspected by an Environmental Health Officer? (Yes/No) Date of last visit:	Yes No 🗵
Has a HACCP system been implemented? (Yes/No) Have the premises been inspected by an Environmental Health Officer? (Yes/No) Date of last visit:  Food Hall - Shop  Is the till system in place Electronic POS:	Yes No Yes No
Has a HACCP system been implemented? (Yes/No) Have the premises been inspected by an Environmental Health Officer? (Yes/No) Date of last visit:  Food Hall - Shop Is the till system in place Electronic POS: Relevant Certification (halal meats) in place/on display:	Yes No Yes No Yes No
Has a HACCP system been implemented? (Yes/No) Have the premises been inspected by an Environmental Health Officer? (Yes/No) Date of last visit:  Food Hall - Shop Is the till system in place Electronic POS: Relevant Certification (halal meats) in place/on display: Is there appropriate storage; shelving, cold storage, dry st	Yes No No Yes No Orage: Yes No
Has a HACCP system been implemented? (Yes/No) Have the premises been inspected by an Environmental Health Officer? (Yes/No) Date of last visit:  Food Hall - Shop Is the till system in place Electronic POS: Relevant Certification (halal meats) in place/on display:	Yes No Yes No Yes No
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Shop has just undergone renovation and points board is being redon. I was shown a			
photograph of new board			
Visual Check: Have you noticed	any issues requiring attenti	on? Yes No	
(Products in date, fresh food, ethnic food, Halal food, variety available, suitable range of			
food products, toiletries and cleaning materials.)			
If <b>yes</b> to any issues please give de			
<b>,</b> ,			
Do food products available in the	food hall reflect the reaso	nable needs of the different	
ethnic groups; e.g. the provision	of halal food for Muslim re	sidents, the provision of food	
for gluten free, vegetarian, vegar	n residents, etc.	Yes 🔀 No 🗌	
If <b>no</b> please give details:			
Products (Available) Check:		Yes 🔀 No 🗌	
Adequately stocked in order to p	rovide a choice for residen	ts. Meat, fish (including oily	
fish); Eggs; Non-meat proteins su	ich as pulses, beans and tof	fu; Dairy products including	
fortified milk; Variety of breakfas	st cereals, including porridg	e; Potatoes, wholegrains, rice	
and pasta; Fresh fruit and vegeta	bles; Olive, rape and other	cooking oils; Spices and	
sauces; Ethnic goods; Tea, coffee	and other hot drinks; Swe	ets, pastries and carbonated	
drinks.	,	, ,	
Please Insert/List Some Items/P	roducts Below;		
Item/Product:	Points Value:	Expiry Date on	
Product:		• •	
Tesco Pizza	1.00	Oct23	
Lamb shoulder frozen	5.50	20/10/22	
Grapes	2.79/500g	n/a	
Fresh bread	0.90	13/11	
Fresh Veg /Veg tomatoes x6	1.10	n/a	
Overall Comments/Additional C			
Well managed area with deliver	y records in place. Wide va	irlety of product available.	

#### 10 NUTRITION / SCHOOL LUNCHES / BABY FORMULA (general arrangements)

Are residents consulted regarding menu /	Shop on site
dietary requests? (Give details.)	
Provide details opposite:	Shop on site
Which of the following are provided for school	
children's packed lunches:	
<ul> <li>Sandwich? What sandwich fillings are</li> </ul>	
available: Cheese? Ham? Chicken?	
Tuna? Jam? Other?	
<ul><li>Drinks? Juice? Water?</li></ul>	
Yogurt?	
• Fruit?	
Other	
Is infant formula kept out of public view?	Shop on site
What arrangements are in place for distribution	Shop on site
of infant formula?	

## 11 ARRANGEMENTS FOR REFRESHMENTS / MEALS OUTSIDE NORMAL MEAL TIMES

Are tea / coffee / drinking water / Snacks etc. available outside mealtimes?	Yes No 🗌
What food/snacks are available after hours or when	Shop on site
kitchen is closed?	
Where are the snacks located and how are they	Shop on site
accessed?	
Are meals available for residents who arrive late?	Shop on site
(Give details.)	
Are meals available for new arrivals?	Shop on site
(Give details)	-
Are packed lunches available for residents	Shop on site
travelling to Dublin on official business?	
(Give details)	
If the inspection takes place during Ramadan this	n/a
section <u>must</u> be completed.	
What arrangements are in place to facilitate	
residents observing a fast during Ramadan?	

#### 12 FACILITIES FOR FEEDING BABIES

Are the following available?	Yes/No
Access to drinking water (for breastfeeding mothers / for preparation of infant formula)	Yes No 🗌
Sterilisers	Yes No
Kettles	Yes No 🗌
Fridge (for bottles of EBM* / formula) *Expressed Breast Milk	Yes No 🗌
Bottle Warmer	Yes No 🖂
Microwave	Yes No 🗌
Are these facilities available 24 hours a day	Yes 🛛 No 🗌
Is there a dedicated room provided? Where?	Yes No 🖂

#### 13 INDOOR FACILITIES

Are the following are available to residents?	Yes/No
Computers with Internet access	Yes 🛛 No 🗌
WIFI	Yes No
DVD player	Yes No
Computer Games	Yes No
Snooker Table	Yes No 🖂
Pool Table	Yes No
Table Tennis Table	Yes No 🖂
Board Games	Yes No
Newspapers	Yes No 🖂
Books	Yes No
Toys / games for children	Yes No
Other	
Give details of any other arrangement or other	
comments:	

#### 14 TRANSPORT ARRANGEMENTS

Is there a bus service provided?	Yes 🛛 No 🗌
(Yes/No):	
Where does the service go to?	Wexford
What is the frequency of the service?	As required
(List time table opposite)	

#### 15 TV SYSTEM

Is there a specific TV system in place? (give details)	Yes No
An average, how many TV channels are provided to residents?	Soar view channels
Are residents allowed to erect satellite	no
dishes?	

16 LAUNDRY FACILITIES (General Arrangements)

Are Laundry facilities available in the centre? (Y/N)	Yes No
If No, what service is provided?	
Who launders towels and bedlinen? (e.g., residents, staff, other, etc)	Towels and pillowslips laundered on site by staff, duvet covers and sheets laundered by AM laundry
What procedures are in place for the exchange of towels and bed linen at the centre?	As required
What procedures are in place for ironing boards and irons?	In the laundry
How is washing powder / tablets supplied?	Shop

Are there specific arrangements for access to the	no
laundry (give details):	

17 CLEANING (General Arrangements)

Are there cleaning materials and equipment provided by management for residents?	Yes 🛛 No 🗌
What cleaning equipment is available to residents?	Mops, buckets etc
What is the procedure for residents to access vacuum cleaners, brushes & other cleaning equipment?	Available on request
What arrangements are in place if rooms are not cleaned sufficiently by residents?	Staff will assist

### PART 2

## Room by Room Inspection

## **Independent Inspection**

Centre: Rosslare Port Lodge

Date of Inspection: 11/11/22

#### **Section A- Administration / Communal areas**

#### 17 Have you seen the following?

		Location of display
Up to date House Rules	$\boxtimes$	Reception
Complaint Forms	$\boxtimes$	Reception
Accident/ Incident procedure		Reception

HSE Breastfeeding Posters	$\boxtimes$	Reception
(if applicable)		
Designated Liaison Person details		Reception
(Child Protection)		
Supervision of children notice		Reception
Gym Notices (Child Safety – if applicable)		Reception
IOM Voluntary Return Posters		Reception

#### 18 Staff Awareness

Did you see the RIA Code of Practice*?	
Are all staff aware of RIA Code & House Rules?	$\boxtimes$
How are staff made aware of RIA Code & House Rules?	
On employment	

<sup>\*</sup>A Code of Practice for persons working in accommodation centres

#### 19 FIRE SAFETY

You should record the last 2 entries on the fire register for each of the following sections:

#### 19a EMERGENCY LIGHTING INSPECTION SCHEDULE

<u>Date</u>	Inspected By (Company Name / Position)	<u>Comments</u>
8/11/22	Maintenance	No issues
1/11/22	Maintenance	No issues

#### No External certification of emergency lighting

#### 19b FIRE ALARM & DETECTION SYSTEM INSPECTION SCHEDULE

Date	Inspected By (Company Name / Position)	ОК	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
2/11/22	Maintenance	$\boxtimes$	No issues		
8/11/22	Maintenance	$\boxtimes$	No issues		
26/9/22	Joyce Security		No issues		

#### 19c FIRE FIGHTING EQUIPMENT INSPECTION SCHEDULE

(Include all fire extinguishers, hose reels and fire blankets.)

1	morade an me example of need read and me exameter,				
Date	Inspected By (Company Name / Position)	OK	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
8/11/22	Maintenance	$\boxtimes$	No issues		
1/11/22	Maintenance		No issues		

8/10/21	Browne Fire	$\boxtimes$	No issues	

#### 19d FIRE EXIT DOORS / MEANS OF ESCAPE INSPECTION SCHEDULE

Date	Inspected By (Company Name / Position)	OK	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
9/11/22	Maintenance	$\boxtimes$	No issues		
10/11/22	Maintenance	$\boxtimes$	No issues		

#### 19e FIRE DRILL PROCEDURE INSPECTION SCHEDULE

Date & Time	Numbers of staff involved in drill	No. of residents present / evacuated **	Evacuation Time	Comments
10/8/22 2pm	4	66/78	15 min	
25/8/22 1100	4	55/78	3 min	

<sup>\*\*</sup>Both numbers must be recorded.

#### 19f STAFF INSTRUCTION AND TRAINING (Fire Safety)

All Staff	Fire warden	Zorovx	½ day	30/3/22
Job Description	Course	Instructor	Duration	Date

#### 19g FIRE ASSEMBLY POINTS

Where are the Fire Assembly Points located?	At front of building
Are they marked?	Yes
Are staff aware of locations?	Yes
Comments:	

#### 19h FIRE ALARM SYSTEM

Is there a fire alarm system in place?	Yes
Are there smoke alarms throughout the	yes
premises, inc bedrooms?	
Are all smoke alarms linked back to a	Yes
central control panel?	
Are there designated 'Smoking' areas?	Yes to the rear
Include locations	
Comments:	

#### **FIRE EXITS, EMERGENCY LIGHTING, SMOKE ALARMS, FIRE NOTICES** (in corridors & common areas) 19i

,	
Are fire exits clear from obstruction?	Yes
Are they unlocked?	Yes
Are fire exits clearly posted throughout the	Yes
building?	
Are all fire doors kept closed?	Some remain open due to COVID
Are fire evacuation instructions clearly	Yes
displayed in the centre?	
Are fire extinguishers clearly visible?	Yes
Is there emergency lighting system in	Yes
place?	
Comments:	

## **Administration Area:**

Reception:				
Is the area generally clean?		Yes 🛛 No		
If no please give details:				
Visual Check: Have you noticed any issues re		ention? Yes No		
(e.g., fire exit signs, hazards, lighting, notices, dé	cor, etc.)			
If yes please detail:				
Have you seen the following?				
<u> </u>		Location of display		
Up to date House Rules				
Complaint Forms				
Accident/ Incident procedure				
HSE Breastfeeding Posters				
(if applicable)				
Designated Liaison Person details				
(Child Protection)				
Supervision of children notice				
Gym Notices (Child Safety – if applicable)		N/a		
IONA Valuatara Batuma Bastara				
IOM Voluntary Return Posters				
Anti Human-Trafficking Posters  'NO to Violence & Harassment' Posters				
NO to violence & Harassment Posters				
Carlal Barray / Tan Challan / Challa I and the				
Social Room / Tea Station (State Location What facilities are provided? Tea and hot w		on		
Is the area generally clean?		Yes 🛛 No 🗌	$\overline{}$	
If no please give details:				
Visual Check: Have you noticed any issues re	equiring atte	ention? Yes No		
If yes please detail:				
Pre-school Room: n/a				
Is the area generally clean? Yes / No				
If no please give details:	-			
Visual Check: Have you noticed any issues re	equiring atte	ention? Yes No	$\dashv$	
(observe whether the area is colourful, has sufficient to				

Other comments:							
DINING AREA:							
Please outline the mea	1		_				
	From		То				
Breakfast							
Lunch							
Dinner							
Which is the main meal	Lof the days	Lunch	_	Dinner	$\overline{}$		
Which is the main meal Is menu cycle available	•	Lunch L	=	Dinner No	H		
is menu cycle available	:	165		INU			
If no, give details of all	many antions on d	ay of inch	oction:				
Breakfast	Thena options on a	ay or mspe	ection.				
Lunch							
Dinner							
J.IIII C.							
Is menu cycle on displa	v?		Υ	'es		No	
Does menu cycle correspond with options available?			Υ	'es		No	Ħ
If no, ask manager for e				·			
Which meal was sample	· · · · · · · · · · · · · · · · · · ·			Lunch [		Dinne	er
Please describe the me	al in detail (e.g. was i	t hot / cold,	, bland ,	/ spicy e	etc.)	)	
Mas there a vegetarien	ontion?	Yes		1 N.			
Was there a vegetarian option?				] No	5		
	(note salad and vegetables <u>alone</u> are not considered as vegetarian option)						
Give details of this option							
Were there ethnic dishes available?				No	<u> </u>		
Give details of this option				•			
Was fresh foods available for Infants?				] No	0		
(as per HSE Infant Feeding Guidelines)							
In your opinion, does the food on offer appear to Yes No							
provide a good variety?							
Did inspection take place		Yes	_	No			
If yes, please outline ar	-	sion of mea	als outsi	ide of n	orm	nal mealtim	ies,
(medical or other appoint	ments, etc.):						
Is there any damaged s	oating or tables in dir	ing room?		Voc T	_	No 🗆	
Is there any damaged s Is there enough seating	_	_	n and	Yes Yes	=-	No No	
eat their lunch?	s ioi residellis presell	t to sit dow	ii ailu	162	_	140 🗀	
Comments:							

## Food Hall - Shop

Is the till system	Is the till system in place Electronic POS:					
Relevant Certific	Relevant Certification (halal meats) in place/on display: Yes 🔲 No 🗌					
Is there appropriate storage; shelving, cold storage, dry storage:				$\boxtimes$	No	
Were the points value of the items clearly displayed:					No	$\boxtimes$
Is the area gene	rally clean:		Yes	$\boxtimes$	No	
If <b>no</b> for <b>any</b> of t	he above, pleas	e give details:				
	_	ation and points board is being I	redon. I	was sh	nown a	<b>3</b>
photograph of r	iew board					
Visual Check: H	ave vou noticed	any issues requiring attention?	Yes		No	$\square$
	•	hnic food, Halal food, variety ava		ـــــ uitable	_	e of
		aning materials.)				
If <b>yes</b> to any issu	ies please give d	letail:				
		e food hall reflect the reasonable				
		of halal food for Muslim resider		orovisio		ood
for gluten free, v	for gluten free, vegetarian, vegan residents, etc. Yes 🖂 No 🗌				Ш	
If <b>no</b> please give	details:					
ii iio picase give	actans.					
Products (Available) Check: Yes No						
Adequately stocked in order to provide a choice for residents. Meat, fish (including oily						
fish); Eggs; Non-meat proteins such as pulses, beans and tofu; Dairy products including						
fortified milk; Variety of breakfast cereals, including porridge; Potatoes, wholegrains, rice						
and pasta; Fresh fruit and vegetables; Olive, rape and other cooking oils; Spices and						
sauces; Ethnic goods; Tea, coffee and other hot drinks; Sweets, pastries and carbonated						
drinks.		Dundright Dalarri				
Please Insert/Lis	st some items/i	roducts Below;				
Item/Product:		Points Value:		Expiry	/ Date	on
Product: Tesco Pizza		1.00	0	ct23		
Lamb shoulder	frozen	5.50		20/10/	22	
Grapes		2.79/500g		n/a		
Fresh bread		0.90	1	3/11		
Fresh Veg /Veg	tomatoes x6	1.10		n/a		
Overall Comments/Additional Comments:  Well managed area with delivery records in place. Wide variety of product available.						
ven managea area with derivery records in place, wide variety of product available.						

#### **KITCHEN AREA: Food Safety Critical Requirements**

#### **FOOD SAFETY**

Has the premises been inspected by an	no
Environmental Health Officer?	
Date of Visit?	
Comments:	

Has a HACCP system been	n/a
implemented?	
Who designed the HACCP system?	
Who is responsible for reviewing the	
system?	
How frequently is the system reviewed?	

#### **HACCP Records:**

Pest Control: last visit records in place 26/8/22
Induction and Ongoing Staff Training: n/a
Time & Temperature Records: in place, last record am 10/11/22
Hygiene Audits: n/a
List of Approved Suppliers: Available
Cleaning Schedules: n/a
Procedures for accepting deliveries: n/a
General Comments:

#### **HACCP** and Kitchen Evaluation

#### **General:**

Is the kitchen commercial or domestic?	Residents own kitchen now				
What equipment is in place? 6 cooking stations, 2 halal – open 24/7 except for 12-4 on Sunday nights for deep cleaning:					
In what condition is the equipment? Good condition					
Comments:					

#### **STRUCTURAL HYGIENE**

#### Kitchen:

Is the refuse area suitably located?	Yes			
Is the area tidy?	Yes			
Are all bins covered?	Yes			
Are signs displayed at all entrances in	n/a			
relation to access to kitchen for non				
kitchen staff?				
Are white coats, shoe covers and hats	n/a			
available for non kitchen staff?				
Comment of the structural hygiene of the kitchen (i.e				
floors/walls/ceilings/doors/windows/work surfaces/ventilation, etc) Good hygiene				
Are suitable hand washing and drying	Yes			
facilities provided?				
General Comments:				

#### **Dry Goods:**

Suitably equipped? Shelving/containers	Shop for residents. All food examined
etc	in date
Condition and suitability of facilities:	
What evidence is there of stock rotation?	All food examined in date

Refrigerated Stora	ge	e:
--------------------	----	----

What type of refrigerated storage is provided?	Freezer and fridge storage in place.		
Comment on the condition and suitability of the refrigerated storage: Daily record of temperature monitoring.			
Are thermostats provided and in working order?	Yes		
Are food items date stamped?	Use by on food in shop		
Are samples of dishes being kept?	n/a		

#### Other:

Is there appropriate storage for cleaning	Yes
agents and chemicals?	

#### **OPERERATIONAL HYGIENE**

Do residents use the main kitchen?	Now residents kitchen
Is that use supervised to ensure safe &	
hygienic practices are observed?	
By whom is it supervised?	

Is the correct equipment provided? e.g. colour coded chopping boards	
n/a	

Is the necessary holding equipment provided? e.g. bain maries, refridgerated	
units.	
n/a	

Condition and suitability of serving equipment and utensils:
n/a

What procedures are in place for unused/unserved food at the end of service?	
n/a	

Comments:			

#### STAFF FACILITIES AND HYGIENE

Are designated staff facilities provided?	yes
What facilities are in place?	Staff changing area

Are all areas clean and well maintained?	yes
Are suitable hand washing & drying	yes
facilities provided?	
Is storage provided for personal	yes
belongings?	
Are showers provided? <i>Indicate</i>	n/a
cleanliness & suitability	

Is a designated area provided for staff	In general reception are
breaks? If yes, is it clean/suitable/well	
maintained.	
If no, outline arrangements for breaks	

Are uniforms provided for:	
Kitchen Staff?	n/a
Serving Staff?	n/a

Are uniforms clean and in good	n/a
condition? (to include	
caps/hairnets/closed heel/toe shoes etc)	
Is personal grooming satisfactory?	n/a
Are safe habits practiced?	n/a
General Comments on staff facilities:	

#### 23 **PUBLIC TOILET (State Location):** Number Hand Towels / Sanitary Bins Soap Toilet Hot Paper Dryers Water Unisex: Ladies: $\boxtimes$ X $\boxtimes$ X $\boxtimes$ M Gents: $\mathbb{M}$ Yes 🖂 Is there a cleaning schedule displayed? No Record the last time entry. 25/10/21 Is the area clean? (provide comment) Yes Are all facilities working? No \* Yes 🔀 No 🖂 Visual Check: Have you noticed any issues requiring attention? Yes\* If No, give details: **COMMUNAL ROOM (State Location):** Storage area: Is the walkway through the area clear? Yes 🔀 Are the exit signs clearly marked? **General Seating Area** Is the seating in good condition? Yes 🖂 No Reception Yes What is the area generally used for? **Computer room:** Is the area generally clean? Yes 🖂 Visual Check: Have you noticed any issues requiring attention? Yes If yes please detail: Any other comments? If yes please detail: **OUTDOOR GROUNDS / FACILITIES** Please rate the following: Very Good Adequate Poor\* **Needs urgent attention\*** Condition of exterior of X centre Paintwork of the centre Maintenance standard of the grounds (e.g. grass cut,

walkways clear etc.)

Cleanliness of the grounds (ie., evidence of rubbish etc.)					
	se provide details and comment	is:			
•	ble for children outdoors? Yes	$\boxtimes$	No		
Comments					
AUNDRY ROOM					
	Washing Machines		Dry		
Number	5		3	3	
Do they appear to be in work Comments:	ing order?				
ORRIDOR (Ground floo	r):		<u> </u>		
Is the area generally clean?		Yes	$\boxtimes$	No	
If no please give details:					
Visual Check: Have you notic	ed any issues requiring attentio	n? Yes		No	
If yes please detail: +					
CORRIDOR (First floor):					
Is the area generally clean?		Yes	$\boxtimes$	No	Ш
If no please give details:					
Visual Check: Have you notic	ed any issues requiring attentio	n? Yes		No	
If yes please detail: +					
TAIDMAY (To first floor	r):				
TAIRWAY (To first floor	<u> 7 -                                    </u>				
	<i>y</i> -	Yes	$\boxtimes$	No	
Is the area generally clean?  If no please give details:	<i>F</i>	Yes		No	
Is the area generally clean? If no please give details:	ed any issues requiring attentio			No	
Is the area generally clean? If no please give details:	ed any issues requiring attentio				

### **Bedrooms:**

CLEANING (G	eneral Arrange	ements)								
How often are	e bedrooms insp	ected?		twice v	vice weekly 🗌 🛮 Weekly 🔀				$\boxtimes$	
Who cleans th	ne bedrooms?			Staff Residents						
How often do	staff clean the b	edrooms?	)	Weekl	y		fortni	ightly		
				Month	ıly		Othe	er		
Are there cleaning materials and										
	ovided by manag	gement fo	r	Yes	[	X		No	) [	
residents?										
What cleaning	g equipment is a	vailable to		Can pu	irchase t	throu	ugh sh	пор		
residents?										
_	ements are in pla		_	Staff w	ill clean					
are not cleane	ed sufficiently by	residents	?							
ROOM NUME										
Room Profile:	Shared			n Capa	city:		Roo	m Occı	ıpanc	y:
			3				2			
TV	Ensuite	Shared	Bathro	room Smoke Alarm Fire Notice					tice	
$\boxtimes$										
	Very Good	Adeq	uate	Ро	or *	N	eeds	urgent	atten	tion *
Cleanliness										
Is everything	in working order	?		Υ	'es 🔀	N	o *			
If *, please giv	ve details:									
ROOM NUME	BER 2									
Room Profile:	Shared		Roon	n Capa	city:		Roo	m Occı	ıpanc	y:
			3				1			
TV	Ensuite	Shared	Bathro	oom	Smok	e Ala	rm	Fi	re No	tice
$\boxtimes$										
	Very Good	Adeq	uate	Ро	or *	N	eeds	urgent	atten	tion *
Cleanliness	,	,	1							
Is everything	in working order	?		Y	'es 🖂	N	o *	П		
If *, please giv										

Room Profile: Family     Room Capacity:     Room Occup       3     2       TV     Ensuite     Shared Bathroom     Smoke Alarm     Fire								
	ancy:							
TV Ensuite Shared Bathroom Smoke Alarm Fire								
	Notice							
Very Good Adequate Poor * Needs urgent a	ttention *							
Cleanliness								
Is everything in working order?  Yes  No *								
If *, please give details:								
DOOM NUMBER 4								
ROOM NUMBER 4	2222							
Room Profile: Family Room Capacity: Room Occup	bancy:							
TV Facuita Shared Bathroom Smalle Alarm Fire	Notico							
TV Ensuite Shared Bathroom Smoke Alarm Fire	Notice							
Very Good Adequate Poor * Needs urgent a	ttention *							
Cleanliness								
Is everything in working order?  Yes  No *								
If *, please give details:								
ROOM NUMBER 5								
Room Profile: Family Room Capacity: Room Occup	ancy:							
3 3								
TV Ensuite Shared Bathroom Smoke Alarm Fire	e Notice							
Very Good Adequate Poor * Needs urgent a	ttention *							
Cleanliness								
Is everything in working order?  Yes  No *								
If *, please give details:								
ROOM NUMBER 6								
	oancy:							
	oancy:							
Room Profile: Family Room Capacity: Room Occup  3 3	e Notice							
Room Profile: Family Room Capacity: Room Occup  3 3								
Room Profile: Family Room Capacity: Room Occup  3 3	e Notice							
Room Profile: Family  Room Capacity: Room Occup  3  TV Ensuite Shared Bathroom Smoke Alarm Fire	e Notice							
Room Profile: Family  Room Capacity: Room Occup  3  TV Ensuite Shared Bathroom Smoke Alarm Fire  Very Good Adequate Poor * Needs urgent a	e Notice							

ROOM NUM	BER 7							
Room Profile	: Family		Room Capacity:			Room Occupancy:		
			3		3			
TV	Ensuite	Shared E	Bathroom	Smoke	e Alarm	Fire Notice		
	Very Good	l Adequ	uate P	oor *	Needs	urgent attention *		
Cleanliness				$\boxtimes$				
Is everything	in working order	·		Yes 🖂	No *			
If *, please gi	ve details:							
DOOM NUMA	DED 0							
ROOM NUM			Daam Can		Dod			
Room Profile	: Family		Room Capa	icity:	_	om Occupancy:		
T) (	F	Cl l F	3	C I	4	Fire Niedie		
TV	Ensuite	Snared E	Bathroom	Smoke	e Alarm	Fire Notice		
	Very Good	l Adequ	uate P	oor *	Needs	urgent attention *		
Cleanliness	Cleanliness							
Is everything	in working order	.}		Yes 🔀	No *			
If *, please gi	ve details:							
ROOM NUM	BER 9							
Room Profile	: Family		Room Capa	acity:	Roc	om Occupancy:		
	·		3		2			
TV	Ensuite	Shared E	Bathroom	Smoke	e Alarm	Fire Notice		
	Very Good	l Adequ	uate P	oor *	Needs	urgent attention *		
Cleanliness								
Is everything	in working order	· ,		Yes 🔀	No *			
If *, please gi								
ROOM NUMI	BER 10							
Room Profile	: Family		Room Capa	city:	Roc	om Occupancy:		
			3		2			
TV	Ensuite	Shared E	Bathroom	Smoke	e Alarm	Fire Notice		
	$\boxtimes$							
	Very Good	l Adequ	uate P	oor *	Needs	urgent attention *		
Cleanliness			]					
Is everything	in working orde	· .		Yes 🔀	No *			
If *, please gi	ve details:					•		

ROOM NUM	BER 11							
Room Profile:	: Single	Ro	om Capad	city:	Roo	Room Occupancy:		
		3		2				
TV	Ensuite	Shared Batl	nroom	Smok	e Alarm	Fire Notice		
	Very Good	Adequate	e Po	or *	Needs	s urgent attention *		
Cleanliness								
Is everything in working order?  Yes  No *								
If *, please give details:								
ROOM NUME	BER 12							
Room Profile:		Ro	om Capad	ritv:	Roo	m Occupancy:		
ROOM Frome.	. Jilai eu	3	отт сарас	Jity.	2	in Occupancy.		
TV	Ensuite	Shared Batl	room	Smok	e Alarm	Fire Notice		
1 V	Ensure	51101 CG 5011	1100111	Sillok		The Notice		
	Very Good	l Adequate	e Po	or *	Needs	urgent attention *		
Cleanliness								
Is everything	in working order	·?	Y	'es 🔀	No *			
If *, please given	ve details:							
ROOM NUMI	BER 13							
Room Profile:	:Single	Ro	om Capa	city:	Roo	m Occupancy:		
		3			1			
TV	Ensuite	Shared Batl	nroom	Smok	e Alarm	Fire Notice		
	Very Good	l Adequate	e Po	or *	Needs	ds urgent attention *		
Cleanliness						🔲		
Is everything	in working order	·?	Y	'es 🔀	No *			
If *, please given	ve details:							
ROOM NUME	BER 14							
Room Profile:	: Single	Ro	om Capad	city:	Roo	m Occupancy:		
	<b>,</b>	3			2	<b>,</b>		
TV	Ensuite	Shared Batl	nroom	Smok	e Alarm	Fire Notice		
	Very Good	Adequate	e Po	or *	Needs	urgent attention *		
Cleanliness								
	in working order	-?	Y	'es 🛚	No *			
If *, please given	ve details:							

ROOM NUME	3ER 15								
Room Profile:	Shared		Room Capacity:				Room Occupancy:		
	<b>-</b>	3				3	T		
TV	Ensuite	Shared	Shared Bathroom			e Ala	ırm	Fire Notice	
				1					
	Very Good	d Adec	uate	Po	or *	N	eeds	urgent attention *	
Cleanliness									
Is everything in working order?  Yes No *									
If *, please giv	ve details:								
ROOM NUME	3ER 16								
Room Profile:	: Shared		Room	n Capa	city:		Roo	m Occupancy:	
			3		1		3	ı	
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	ırm	Fire Notice	
	$\boxtimes$								
	Very Good	d Adec	quate	Po	or *	N	eeds	urgent attention *	
Cleanliness			$\leq$						
Is everything	in working orde	r?		Υ	⁄es 🔀	N	o *		
If *, please giv	ve details:								
ROOM NUME	3ER 17								
Room Profile:	: Family		Room	n Capa	city:		Roo	m Occupancy:	
			3		1		3		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	ırm	Fire Notice	
					[				
	Very Good	d Adec	quate	Pc	or *	N	eeds	urgent attention *	
Cleanliness			$\leq$						
Is everything	in working orde	r?		Υ	⁄es 🔀	N	o *		
If *, please giv	ve details:								
ROOM NUME							1		
Room Profile:	Family		Room	n Capa	city:		Roo 4	m Occupancy:	
TV	Ensuite	Shared		om	Smok	e Ala	•	Fire Notice	
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	Very Good	d Adec	 quate	Pr	or *	N	eeds	urgent attention *	
Cleanliness		7,000	<u> </u>		<u>. J.</u>	'	2243		
	in working orde	<u> </u> r?		<u></u> Y	res 🖂	N	o *		
If *, please giv		•			<u>K</u>		-		
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ROOM NUMI	BER 19									
Room Profile	: Family		Room Capacity:				Room Occupancy:			
			3				2			
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	ırm	Fire Notice		
					[					
	Very Good	Adeo	uate	Pc	or *	N	eeds	urgent attention *		
Cleanliness	Cleanliness									
Is everything in working order? Yes No *										
If *, please give details:										
ROOM NUMI	BER 20									
Room Profile	: Shared		Room	n Capa	city:		Roo	m Occupancy:		
			3				3			
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	ırm	Fire Notice		
					[					
	Very Good	d Adec	uate	Pc	or *	Needs urgent attention *				
Cleanliness										
Is everything	in working order	ι,		١	res 🖂	N	o *			
If *, please gi	ve details:									
ROOM NUMI			Ι_				I _			
Room Profile	: Shared			n Capa	city:			m Occupancy:		
TV	Ensuite	Shared	3 Dathra		Smok	م ۸ اه	2	Fire Notice		
I V	Effsuite	Silareu	Datiii	0111	SITION	e Alc	11111	Fire Notice		
	Very Good			Pc	or *	N	eeds	urgent attention *		
Cleanliness			<u> </u>							
Is everything	in working order	ι,		١	∕es ⊠	N	o *			
If *, please gi	ve details: <b>Clutt</b>	ered								
ROOM NUMI			Ι_							
Room Profile	: Shared			n Capa	city:			m Occupancy:		
T) (	·	GL I	3			•	3	F: N		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	ırm	Fire Notice		
				_						
	Very Good	d Adeo	uate	Po	or *	N	eeds	urgent attention *		
Cleanliness			$\leq$							
	in working orde	_			∕es ⊠	N	0 *			
If *, please gi	ve details:	Mould in	bathro	oom						

ROOM NUMI	BER 23									
Room Profile	: Shared		Room Capacity:				Room Occupancy:			
					3			3		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice		
	Very Good	Adeo	uate	Po	or *	Ne	eeds	urgent attention *		
Cleanliness										
Is everything in working order?  Yes  No *										
If *, please gi	ve details:									
ROOM NUMI	BER 24									
Room Profile			Room	n Capa	city		Roo	m Occupancy:		
ROOM FIORIE	. Jilai eu		3	Capa	city.		3	in Occupancy.		
TV	Ensuite	Shared	Ŭ	om	Smok	e Ala		Fire Notice		
	Elisaite	Sharea			Jillok			The Notice		
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	Very Good	l Adec	uate	Po	or *	Ne	eeds	urgent attention *		
Cleanliness								🔲		
Is everything	in working order	·}		Υ	∕es ⊠	No	0 *			
If *, please gi	ve details:									
ROOM NUMI	BER 25									
Room Profile	: Shared		Room	Capa	city:		Roo	m Occupancy:		
			3	•	· ·		2	• •		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice		
	Very Good	Adeo	uate	Pc	or *	Ne	eeds	urgent attention *		
Cleanliness										
Is everything	in working order	·		Υ	res 🖂	No	0 *			
If *, please gi	ve details:									
ROOM NUMI			1_			1				
Room Profile	: Shared		Room	n Capa	city:		Roo <b>2</b>	m Occupancy:		
TV	Ensuite	Shared	_	om	Smok	e Ala		Fire Notice		
					[					
	Very Good	Adeo	juate	Pc	or *	Ne	eeds	urgent attention *		
Cleanliness										
Is everything	in working order	·}		Υ	res 🖂	No	0 *			
If *, please gi	ve details:									

ROOM NUMI	BER 27								
Room Profile	: Shared		Room Capacity:				Room Occupancy:		
			3				3		
TV	Ensuite	Shared	Bathro	om	Smok	Smoke Alarm		Fire Notice	
$\boxtimes$									
	Very Good	l Adec	quate	Pc	or *	N	eeds	urgent attention *	
Cleanliness									
Is everything in working order?  Yes No *									
If *, please gi	ve details: <b>Silico</b>	ne around	d bath r	mould	y				
DOOM NUMBER	ncn 20								
ROOM NUMI			D = = ==		-:		D	0	
Room Profile	: Shared		3	n Capa	city:		3	m Occupancy:	
TV	Ensuite	Shared	1 -	om	Smok	e Ala		Fire Notice	
					[				
	Very Good	l Adec	quate	Pc	or *	N	eeds	urgent attention *	
Cleanliness			<u>.</u>						
Is everything	in working order	·?		\	′es 🔀	N	o *		
If *, please gi	ve details:								
ROOM NUMI									
Room Profile	: Shared			n Capa	city:		Roo 3	m Occupancy:	
TV	Ensuite	Shared	Bathro	om	Smok	ke Alarm		Fire Notice	
					[				
	Very Good	Adec	quate	Pc	or *	N	eeds	urgent attention *	
Cleanliness									
Is everything	in working order	·?		١	'es 🖂	Ν	o *		
If *, please gi	ve details: Curta	in pole da	maged						
ROOM NUMI									
Room Profile	: Shared		Room 3	n Capa	city:		800 <b>3</b>	m Occupancy:	
TV	Ensuite	Shared		om	Smok	e Ala		Fire Notice	
					[				
	Very Good	Adec	quate	Pc	or *	N	eeds	urgent attention *	
Cleanliness		Г							
Is everything	in working order	·}		١	′es 🔀	N	0 *		
If *, please gi	ve details: Moul	d in bathr	oom						
., 0									

ROOM NUMBER 31									
Room Profile: Shared			Room Capacity:				Room Occupancy:		
		3				2			
TV	Ensuite	Shared Bat		Bathroom Smoke		e Alarm	Fire Notice		
		[			[				
	Very Good	Adeq	uate	Ро	or *	Nee	ds urgent attention *		
Cleanliness		$\geq$							
Is everything	in working order	· ?		Υ	res 🔀	No *	•		
If *, please gi	If *, please give details:								
200111111	25 22								
ROOM NUMI									
Room Profile	: Shared		Room Capacity:				Room Occupancy:		
T) /			3		C 1-	3	Fine Metics		
TV	Ensuite	Shared Bathroom		om	Smok	e Alarm	n Fire Notice		
		[							
	Very Good	d Adequate		Po	or * Needs		ds urgent attention *		
Cleanliness									
Is everything	in working order	·?		Υ	′es 🖂	No *	:		
If *, please gi	ve details: <mark>Bathr</mark>	oom door	dama	ged					
ROOM NUMBER 33									
Room Profile: Shared			Room Capacity:			R	oom Occupancy:		
3 3									
TV	Ensuite	Shared Bathroo		om Smoke		e Alarm	Fire Notice		
Very Good Adequate Poor * Needs urgent atte			ds urgent attention *						
Cleanliness	Cleanliness								
Is everything in working order? Yes No *									
If *, please give details:									
ROOM NUMBER 34									
Room Profile: Shared			Room Capacity: 3			3	Room Occupancy:  3		
TV	Ensuite	Shared Bathro		om Smoke A		e Alarm	Alarm Fire Notice		
		[			[				
	Very Good	Adeq	uate	Po	or *	Nee	ds urgent attention *		
Cleanliness									
Is everything in working order?  Yes No *									
If *, please give details:									

ROOM NUMBER 35									
Room Profile:	: Shared		Room Capacity:				Room Occupancy:		
	<b>,</b>		3				3		
TV	Ensuite	Shared	Bathro	Bathroom Sm		moke Alarm		Fire Notice	
	Very God	od Adec	quate	Pc	or *	N	eeds	urgent attention *	
Cleanliness									
Is everything	in working ord	er?		Υ	′es 🔀	N	o *		
If *, please giv	ve details:								
ROOM NUME	BER 36								
Room Profile:			Room	Capa	city:		Roo	m Occupancy:	
100111110111C.	. Silai ca		3	Сара	city.		Room Occupancy:		
TV	Ensuite	Shared		om	Smoke Alarm			Fire Notice	
	Very God	od Adeo	quate	Po	or *	N	eeds	urgent attention *	
Cleanliness									
Is everything	in working ord	er?		Υ	'es 🖂	N	o *		
If *, please giv	ve details:								
ROOM NUME	BER 37								
Room Profile:			Room	Cana	ritv:		Roo	m Occilpancy.	
TOO!!!!!O!!!!	Room Profile: Shared Room Capacity: Room Occupancy:  2 2					in occupancy.			
TV	Ensuite	Shared	Bathroom		Smoke Alarr		rm	Fire Notice	
	Very God	od Adeo	Adequate Poo		or *	* Needs urgent attentio		urgent attention *	
Cleanliness									
Is everything in working order?  Yes  No *									
If *, please give details:									
ROOM NUMBER 38									
Room Profile: Shared Room Capacity: Room Occupancy:				m Occupancy:					
			2				1		
TV	Ensuite	Shared	Bathroom		Smoke Ala		rm	Fire Notice	
	$\boxtimes$								
	Very God	od Adec	quate	Pc	or *	N	eeds	urgent attention *	
Cleanliness	eanliness								
Is everything in working order? Yes No *									
If *, please give details:									

Use this space for any comments or other information not covered in this form:

## **General Representations**

If you were approached by any <u>residents</u> regarding general issues while in the centre please outline the details below:
If you was a server about by any manch are of staff recording govern
If you were approached by any members of staff regarding general
issues while in the centre please outline the details below:
If you were approached by any other persons regarding general
issues while in the centre please outline the details below:

Please ensure that no personal information or information that could lead to the identification of an individual is recorded in this section.

Personal representations should be recorded in Part 3.

#### **Summary Sheet**

Name of Centre:		Rosslare				
Address:		Ballygillane Big, Rosslare Habour,				
		Co.Wexford. Y35 HR58				
Proprietor:		Damien Fitzsimons				
Manager:		Kayleigh Butler				
Contact Name:		Kayleigh Butler				
Capacity Per MOA (Current		114 (92)				
Occupancy):						
Date of	Contractor					
Inspection:	Manager					

Fire Safety:

No current Emergency Lighting certification.

Food Safety:

No issues.

Bedrooms:

Rooms 22 & 30 Mould in bathroom Room 29 curtain pole damaged Room 32 Bathroom door broken

## IPAS/IPPS

# Independent<br/>Inspection Report

Centre:	Rosslare Port Lodge
Inspector:	Emma Downey
Date of Inspection:	30/5/22
Time of Arrival & Departure:	1400-1600

# Part 1 General Information on Services

# **Independent Inspection Report**

**Centre:** Accommodation Centre

Date of Inspection: 30/5/22

1.	CENT	RE D	<b>ETA</b>	ILS
<b>_</b> _ `	CLIVI	$\cdots$		

Name and address of Centre	Ballygillane Big, Rosslare Habour, Co.Wexford. Y35 HR58.			
Contractor	Damien Fitzsimons			
Manager	Paul Walsh			
Who deputises for manager in his/her absence?	Give Job Title only Duty Manager			
Telephone Number	0894570785			
Current Contracted Capacity	114			
Current Occupancy (today)	84			
Current Centre Profile (e.g., singles, families etc.)	Single Males, Single Females & Families			
LICE A	WC1			
HSE Area Public Health Nurse	Wexford			
DSP / CWO name	Aoife Murray Joe Barry			
Environmental Health Officer name	Unknown			
Local Fire Officer Name	Paul L'Esatrange			
Local Fire Station	Wexford			
Is the Centre certified by any Quality Manage (i.e. Q Mark, ISO)?:  If yes, please give details:	ement System Yes No			
What was the date of the last certificatio	n?			
Have you a copy of the Certification  Yes No				
2. Please provide a copy of the follow	wing			
	Check List			
Official Register				
Menu Cycle n/a				
Staffing Lists as follows:	-			
<b>1.</b> Full list of staff employed at the centre (i Roles, etc.,)	indicating Names, Titles,			
<ol> <li>Indicate who is on duty at time of inspect</li> <li>a separate list of Designated Liaison Pers</li> </ol>				

24 hour supervision provided?	(Y/N)	Yes 🛛 No 🗌
Give details of roster hours		
Is security provided by external company?	(Y/N)	Yes No 🖂
If yes, give name of company:		
Does the centre have CCTV?	(Y/N)	Yes 🛛 No 🗌
Is a list of emergency numbers available in the		Yes No
Manager's office?		
Does the list include the following numbers?	(Y/N)	Yes No
Local Garda station 24 hr number		
Local hospital		
Local fire station		If no, give details:
Duty Social Work Team		
Out of hours GP Service		
RIA out of hours number		
Are first aid kits available?	(Y/N)	Yes 🛛 No 🗌
Where and how many?		2 in shop and maintenance office
Who is responsible for first aid restocking?		Job title <u>only</u> (not name) of person responsible: <b>Manager</b>
Is there a defibrillator in the centre?		Yes No 🖂
How many staff been trained to use it?		
HEATING ARRANGEMENTS What type of heating is used in the centre?  Do residents have central of the heating in their out.		Electric  Yes No
Do residents have control of the heating in their ow bedroom?	VII	
If no, what arrangements are in place?		Ask Reception to change
What are the heating 'ON' times?		Constant at present
LIQUES BUILES		
Are residents provided with a copy of the House		Yes No
Rules on arrival?		
How does centre management explain house rules to residents on arrival?		fferent languages, displayed vall and communicated on

Are residents issued with key for their bedroom	m?(Yes/No)	Yes	$\boxtimes$	No	
Are residents issued with key for main door?	(Yes/No)	Yes	$\boxtimes$	No	
If no, give details					

Are there procedures to allow residents to receive visitors? (Give details)

Outline visiting times:

No visitors at present due to COVID.

Sign in book available

No visiting at present

In what areas are visitors allowed in the centre?	No visiting at present
Any other relevant information:	
Is there a facility for storage of residents' valuables*? (Give details.) (* Storage is at resident's own risk)	Yes, lockable lockers.
What toiletries are provided to residents on arrival?	Shop on site
What arrangements are in place to replenish these items?	Shop on site

## 7 ARRANGEMENTS FOR MAINTENANCE

Does the centre have a written procedure in place	Yes	$\boxtimes$	No	
for residents to report maintenance issues? (Yes/No)				
Is there a maintenance day book? (Yes/No)	Yes	$\boxtimes$	No	
Describe the maintenance procedure at the centre:				
Rooms are inspected weekly and there is a log in office. Last entry 29/5/22				

## 8 CHILD PROTECTION

Are measures in place to inform staff and visitors of RIA's	Certs displayed for all staff for Tusla training
Child Protection Policy?	
(Give details)	
Are visitors asked to sign a declaration agreeing to	Visitors log in place
adhere to the child protection policy?	
Where is declaration held?	Reception
Is there a sign in book for visitors? Where?	Reception
Are there notices on public display giving name and	Reception
contact details of Designated Liaison Person? Where?	
Have Designated Liaison Persons received HSE training?	Yes
Are notices prominently displayed regarding parental	Multiple signs
supervision of children? Where?	

## 9 FOOD SAFETY

Has a HACCP system been implemented? (Yes/No)	Yes		No	
Have the premises been inspected by an Environmental	Yes		No	$\boxtimes$
Health Officer? (Yes/No)				
Date of last visit:	No vi	sits		

## 10 NUTRITION / SCHOOL LUNCHES / BABY FORMULA (general arrangements)

Are residents consulted regarding menu /	Shop on site
dietary requests? (Give details.)	
Provide details opposite:	Shop on site
Which of the following are provided for school	
children's packed lunches:	
<ul> <li>Sandwich? What sandwich fillings are</li> </ul>	
available: Cheese? Ham? Chicken?	
Tuna? Jam? Other?	
<ul><li>Drinks? Juice? Water?</li></ul>	
• Yogurt?	
• Fruit?	
Other	
Is infant formula kept out of public view?	Shop on site
What arrangements are in place for distribution	Shop on site
of infant formula?	

# 11 ARRANGEMENTS FOR REFRESHMENTS / MEALS OUTSIDE NORMAL MEAL TIMES

Are tea / coffee / drinking water / Snacks etc. available outside mealtimes?	Yes No 🗌
What food/snacks are available after hours or when	Shop on site
kitchen is closed?	
Where are the snacks located and how are they	Shop on site
accessed?	
Are meals available for residents who arrive late?	Shop on site
(Give details.)	
Are meals available for new arrivals?	Shop on site
(Give details)	
Are packed lunches available for residents	Shop on site
travelling to Dublin on official business?	
(Give details)	
If the inspection takes place during Ramadan this	n/a
section <u>must</u> be completed.	
What arrangements are in place to facilitate	
residents observing a fast during Ramadan?	

#### 12 FACILITIES FOR FEEDING BABIES

Are the following available?	Yes/No
Access to drinking water (for breastfeeding mothers	Yes No 🗌
/ for preparation of infant formula)	
Sterilisers	Yes 🛛 No 🗌
Kettles	Yes 🛛 No 🗌
Fridge (for bottles of EBM* / formula) *Expressed	Yes 🛛 No 🗌
Breast Milk	
Bottle Warmer	Yes 🗌 No 🔀
Microwave	Yes 🛛 No 🗌
Are these facilities available 24 hours a day	Yes 🛛 No 🗌
Is there a dedicated room provided?	Yes No 🖂
Where?	

## 13 INDOOR FACILITIES

Are the following are available to residents?	Yes/No
Computers with Internet access	Yes 🛛 No 🗌
WIFI	Yes No
DVD player	Yes No
Computer Games	Yes No
Snooker Table	Yes No 🖂
Pool Table	Yes No
Table Tennis Table	Yes No 🖂
Board Games	Yes No
Newspapers	Yes No 🖂
Books	Yes No
Toys / games for children	Yes No
Other	
Give details of any other arrangement or other	
comments:	

## 14 TRANSPORT ARRANGEMENTS

Is there a bus service provided?	Yes 🛛 No 🗌
(Yes/No):	
Where does the service go to?	Wexford
What is the frequency of the service?	As required
(List time table opposite)	

## 15 TV SYSTEM

Is there a specific TV system in place? (give details)	Yes No
An average, how many TV channels are provided to residents?	Soar view channels
Are residents allowed to erect satellite	no
dishes?	

16 LAUNDRY FACILITIES (General Arrangements)

Are Laundry facilities available in the centre? (Y/N)	Yes No
If No, what service is provided?	
Who launders towels and bedlinen? (e.g., residents, staff, other, etc)	Towels and pillowslips laundered on site by staff, duvet covers and sheets laundered by AM laundry
What procedures are in place for the exchange of towels and bed linen at the centre?	As required
What procedures are in place for ironing boards and irons?	In the laundry
How is washing powder / tablets supplied?	Shop

Are there specific arrangements for access to the	no
laundry (give details):	

17 CLEANING (General Arrangements)

Are there cleaning materials and equipment provided by management for residents?	Yes 🛛 No 🗌
What cleaning equipment is available to residents?	Mops, buckets etc
What is the procedure for residents to access vacuum cleaners, brushes & other cleaning equipment?	Available on request
What arrangements are in place if rooms are not cleaned sufficiently by residents?	Staff will assist

# PART 2

# Room by Room Inspection

# **Independent Inspection**

Centre: Rosslare Port Lodge

Date of Inspection: 30/5/22

## **Section A- Administration / Communal areas**

## 17 Have you seen the following?

		Location of display
Up to date House Rules	$\boxtimes$	Reception
Complaint Forms	$\boxtimes$	Reception
Accident/ Incident procedure		Reception

HSE Breastfeeding Posters	$\boxtimes$	Reception
(if applicable)		
Designated Liaison Person details		Reception
(Child Protection)		
Supervision of children notice	$\boxtimes$	Reception
Gym Notices (Child Safety – if applicable)		Reception
IOM Voluntary Return Posters		Reception

## 18 Staff Awareness

Did you see the RIA Code of Practice*?	
Are all staff aware of RIA Code & House Rules?	
How are staff made aware of RIA Code & House Rules?	
On employment	

<sup>\*</sup>A Code of Practice for persons working in accommodation centres

#### 19 FIRE SAFETY

You should record the last 2 entries on the fire register for each of the following sections:

#### 19a EMERGENCY LIGHTING INSPECTION SCHEDULE

<u>Date</u>	Inspected By (Company Name / Position)	<u>Comments</u>
20/12/21	Maintenance	No issues
12/12/22	Maintenance	No issues

## No External certification of emergency lighting

#### 19b FIRE ALARM & DETECTION SYSTEM INSPECTION SCHEDULE

Date	Inspected By (Company Name / Position)	ОК	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
20/5/22	Maintenance	$\boxtimes$	No issues		
22/4/22	Maintenance	$\boxtimes$	No issues		
2/3/22	Joyce Security	$\boxtimes$	No issues		

#### 19c FIRE FIGHTING EQUIPMENT INSPECTION SCHEDULE

(Include all fire extinguishers, hose reels and fire blankets.)

(	morate and morate states and m					
Date	Inspected By (Company	ОК	Defect	Remedial Action	Sign Off	
	Name / Position)			Taken (Y/N)	Y/N	
19/5/22	Maintenance	$\boxtimes$	No issues			
10/5/22	Maintenance	$\boxtimes$	No issues			

8/10/21	Browne Fire	$\boxtimes$	No issues	

## 19d FIRE EXIT DOORS / MEANS OF ESCAPE INSPECTION SCHEDULE

Date	Inspected By (Company Name / Position)	OK	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
24/5/22	Maintenance	$\boxtimes$	No issues	, , ,	
23/5/22	Maintenance	$\boxtimes$	No issues		

#### 19e FIRE DRILL PROCEDURE INSPECTION SCHEDULE

Date & Time	Numbers of staff involved in drill	No. of residents present / evacuated **	Evacuation Time	Comments
9/11/21 2pm	4	74/74	15 min	
6/3/22 12.00	4	53/74	12 min	

<sup>\*\*</sup>Both numbers must be recorded.

## 19f STAFF INSTRUCTION AND TRAINING (Fire Safety)

Job Description	Course	Instructor	Duration	Date
None				

## 19g FIRE ASSEMBLY POINTS

Where are the Fire Assembly Points located?	At front of building
Are they marked?	Yes
Are staff aware of locations?	Yes
Comments:	

#### 19h FIRE ALARM SYSTEM

Is there a fire alarm system in place?	Yes
Are there smoke alarms throughout the	yes
premises, inc bedrooms?	
Are all smoke alarms linked back to a	Yes
central control panel?	
Are there designated 'Smoking' areas?	Yes to the rear
Include locations	
Comments:	

## 19i FIRE EXITS, EMERGENCY LIGHTING, SMOKE ALARMS, FIRE NOTICES

(in corridors & common areas)

Are fire exits clear from obstruction?	Yes
Are they unlocked?	Yes
Are fire exits clearly posted throughout the	Yes
building?	
Are all fire doors kept closed?	Some remain open due to COVID
Are fire evacuation instructions clearly	Yes
displayed in the centre?	
Are fire extinguishers clearly visible?	Yes
Is there emergency lighting system in	Yes
place?	
Comments:	

# **Administration Area:**

Reception:			
Is the area generally clean?		Yes 🔀	No
If no please give details:			
Visual Check: Have you noticed any issues re	, ,	ention? Yes	No
(e.g., fire exit signs, hazards, lighting, notices, dé	cor, etc.)		
If yes please detail:			
Have you seen the following?			
		Location of displ	ay
Up to date House Rules			
Complaint Forms			
Accident/ Incident procedure			
HSE Breastfeeding Posters			
(if applicable)			
Designated Liaison Person details			
(Child Protection)			
Supervision of children notice			
Gym Notices (Child Safety – if applicable)		N/a	
IOM Voluntary Return Posters			
Anti Human-Trafficking Posters			
'NO to Violence & Harassment' Posters	$\frac{1}{\square}$		
NO to violence & Harassment Posters			
Social Room / Tea Station (State Location What facilities are provided? Tea and hot w	<del>-</del>	on	
Is the area generally clean?		Yes 🔀 N	
If no please give details:			
<u> </u>		ntian2 Van 🗆 N	<u> </u>
Visual Check: Have you noticed any issues re	equiring atte	ention? Yes in	lo 🖂
If yes please detail:			
Pre-school Room: n/a			1
Is the area generally clean? Yes / No			
If no please give details:			
Visual Check: Have you noticed any issues re			
(observe whether the area is colourful, has sufficient to	oys, changing a	reas, toilets in working orde	r, etc)

Other comments:											
DINING AREA:											
Please outline the me	al tim	es: n/a									
	Fron	n			То						
Breakfast											
Lunch											
Dinner											
Which is the main mea	l of the	e day:	Lunc	h [		Dinne	er				
Is menu cycle available	?		Yes			No					
If no, give details of all	meni	u options on da	y of i	nspe	ction	:					
Breakfast											
Lunch											
Dinner											
		l									
Is menu cycle on displa	٧?					Yes		7	No	)	П
Does menu cycle corres	•	with ontions ava	ailahle	25		Yes	-	1	No		Ħ
If no, ask manager for e		•				103			140		ш.
ii iio, ask iiialiagei ioi e	zypiani	ation and provid	e uet	ans.							
Which most was sample	Which meal was sampled? Breakfast Lunch Dinner										
Which meal was sampled? Breakfast Lunch Dinner Please describe the meal in detail (e.g. was it hot / cold, bland / spicy etc.)											
Thease describe the mean in detail (e.g. was it hot / cold, bland / spicy etc.)											
Was there a vegetarian	ontio	n?		Yes		1	No	Г	$\neg$		
(note salad and vegetal	•			103	<u> </u>		110	_			
considered as vegetaria											
Give details of this opti											
·		ilahle?		Yes		1	No	Г	$\neg$		
Give details of this option:  Was fresh foods available for Infants?  Yes  No											
Was fresh foods available for Infants? Yes No (as per HSE Infant Feeding Guidelines)											
In your opinion, does the food on offer appear to Yes No											
provide a good variety?											
<u> </u>											
If yes, please outline arrangements for provision of meals outside of normal mealtimes,											
(medical or other appoint	ments,	etc.j.									
Is there any damaged s	aatina	ortables in dini	na ro	om2		Voc		No	$\overline{\Box}$		
Is there any damaged seating or tables in dining room?  Yes No											
Is there enough seating for residents present to sit down and Yes No eat their lunch?											
Comments:											

## **KITCHEN AREA: Food Safety Critical Requirements**

## **FOOD SAFETY**

Has the premises been inspected by an	no
Environmental Health Officer?	
Date of Visit?	
Comments:	

Has a HACCP system been	n/a
implemented?	
Who designed the HACCP system?	
Who is responsible for reviewing the	
system?	
How frequently is the system reviewed?	

## **HACCP Records:**

Pest Control: last visit records in place 4/5/22
Induction and Ongoing Staff Training: n/a
Time & Temperature Records: in place, last record am 29/5/22
Hygiene Audits: n/a
List of Approved Suppliers: Available
Cleaning Schedules: n/a
Procedures for accepting deliveries: n/a
General Comments:

## **HACCP** and Kitchen Evaluation

## **General:**

Is the kitchen commercial or domestic?	Residents own kitchen now				
What equipment is in place? 6 cooking stations, 2 halal – open 24/7 except for 12-4 on Sunday nights for deep cleaning:					
In what condition is the equipment? Good condition					
Comments:					

## **STRUCTURAL HYGIENE**

## Kitchen:

Is the refuse area suitably located?	Yes			
Is the area tidy?	Yes			
Are all bins covered?	Yes			
Are signs displayed at all entrances in	n/a			
relation to access to kitchen for non				
kitchen staff?				
Are white coats, shoe covers and hats	n/a			
available for non kitchen staff?				
Comment of the structural hygiene of the	kitchen (i.e			
floors/walls/ceilings/doors/windows/work surfaces/ventilation, etc) Good hygiene				
Are suitable hand washing and drying	Yes			
facilities provided?				
General Comments:				

## **Dry Goods:**

Suitably equipped? Shelving/containers	Shop for residents. All food examined
etc	in date
Condition and suitability of facilities:	
What evidence is there of stock rotation?	All food examined in date

Refrigerated Stora	ge	e:
--------------------	----	----

What type of refrigerated storage is provided?	Freezer and fridge storage in place.
Comment on the condition and suitability of temperature monitoring.	of the refrigerated storage: Daily record
Are thermostats provided and in working order?	Yes
Are food items date stamped?	Use by on food in shop
Are samples of dishes being kept?	n/a

## Other:

Is there appropriate storage for cleaning	Yes
agents and chemicals?	

## **OPERERATIONAL HYGIENE**

Do residents use the main kitchen?	Now residents kitchen
Is that use supervised to ensure safe &	
hygienic practices are observed?	
By whom is it supervised?	

Is the correct equipment provided? <i>e.g. colour coded chopping boards</i>	
n/a	

Is the necessary holding equipment provided? e.g. bain maries, refridgerated	
units.	
n/a	

Condition and suitability of serving equipment and utensils:
n/a

What procedures are in place for unused/unserved food at the end of service?	
n/a	

Comments:			

# **Food Hall - Shop**

Is the till system	in place Electronic POS:	Yes	$\boxtimes$	No	
Relevant Certific	ration (halal meats) in place/on display:	Yes		No	
Is there appropr	iate storage; shelving, cold storage, dry storage:	Yes	$\boxtimes$	No	
Were the points	value of the items clearly displayed:	Yes		No	$\boxtimes$
Is the area gene	rally clean:	Yes	$\boxtimes$	No	
	he above, please give details:				
Shop has just ur	ndergone renovation and points board is being r	edon. I	was sh	nown a	)
photograph of r	new board				
Visual Check: H	ave you noticed any issues requiring attention?	Yes		No	$\square$
	<b>e</b> , fresh food, ethnic food, Halal food, variety ava		ய uitable		of
	oiletries and cleaning materials.)	,		J	
	es please give detail:				
<b>, co</b> co an, 1550	ies preuse 8.ve detain				
Do food product	s available in the food hall reflect the reasonable	needs	of the	differe	nt
ethnic groups; e	.g. the provision of halal food for Muslim residen	ts, the <sub>l</sub>	orovisio	on of fo	ood
	egetarian, vegan residents, etc.	Yes	$\boxtimes$	No	
,	, , ,				
If <b>no</b> please give	details:				
Products (Availa	ıble) Check:	Yes		No	
Adequately stoc	ked in order to provide a choice for residents. Me	eat, fish	(inclu	ding oi	ly
fish); Eggs; Non-	meat proteins such as pulses, beans and tofu; Da	iry prod	ducts ir	ncludin	g
fortified milk; Va	ariety of breakfast cereals, including porridge; Po	tatoes,	wholeg	grains,	rice
and pasta; Fresh	fruit and vegetables; Olive, rape and other cook	ing oils;	Spices	and	
sauces; Ethnic go	oods; Tea, coffee and other hot drinks; Sweets, p	astries	and cai	rbonat	ed
drinks.					
Please Insert/Lis	st Some Items/Products Below;				
Item/Product:	Points Value:		Expiry	/ Date	on
Product:					
Fresh chicken le	gs 2.00	26	/6/22		
Chips	2.29	0	4/23		
Milk	1.50 06/06				
	Fresh bread 0.90 04/06				
Fresh Veg /Veg cucumber 0.90 07/06					
	nts/Additional Comments:				
well managed a	rea with delivery records in place. Wide variety	of proc	iuct av	allable	<b>:</b> .
Social distancing	g in place				

TAFF FACILITIES AND HYGIENE	
Are designated staff facilities provided?	yes
What facilities are in place?	Staff changing area
Are all areas clean and well maintained?	yes
Are suitable hand washing & drying facilities provided?	yes
Is storage provided for personal belongings?	yes
Are showers provided? <i>Indicate</i> cleanliness & suitability	n/a
Is a designated area provided for staff	In general reception are
breaks? If yes, is it clean/suitable/well maintained.	
If no, outline arrangements for breaks	
Are uniforms provided for:	
Kitchen Staff?	n/a
Serving Staff?	n/a
Are uniforms clean and in good	n/a
condition? (to include	
caps/hairnets/closed heel/toe shoes etc)	
s personal grooming satisfactory?	n/a
are safe habits practiced?	n/a
General Comments on staff facilities:	

**PUBLIC TOILET (State Location):** Number Soap Toilet Hand Towels / Hot **Sanitary Bins** Paper **Dryers** Water Unisex: X Ladies: X  $\boxtimes$  $\boxtimes$ X  $\boxtimes$  $\boxtimes$ Gents: Yes 🖂 Is there a cleaning schedule displayed? No Record the last time entry. 25/10/21 Is the area clean? (provide comment) Yes Are all facilities working? Yes 🖂 No \* Visual Check: Have you noticed any issues requiring attention? Yes\* No If No, give details: **COMMUNAL ROOM (State Location):** Storage area: Is the walkway through the area clear? Yes 🔀 No Are the exit signs clearly marked? **General Seating Area** Is the seating in good condition? Yes 🖂 No What is the area generally used for? Reception Yes No **Computer room:** Is the area generally clean? Yes 🔀 No Visual Check: Have you noticed any issues requiring attention? Yes If yes please detail: Any other comments? If yes please detail: **OUTDOOR GROUNDS / FACILITIES** Please rate the following: **Very Good** Adequate Poor\* Needs urgent attention\* Condition of exterior of centre Paintwork of the centre Maintenance standard of the grounds (e.g. grass cut, walkways clear etc.) Cleanliness of the grounds M (ie., evidence of rubbish etc.)

Where you have rated * n	ease provide details and commen	tc·			
where you have raced pr	ease provide details and commen				
Are there any facilities ava	ilable for children outdoors? Yes		No		
Comments					
AUNDRY ROOM					
	Washing Machines		Dry	ers	
Number	5		3	3	
Do they appear to be in wo	orking order?				
Comments:					
CORRIDOR (Ground fl	oor):				
Is the area generally clean	?	Yes	$\boxtimes$	No	
If no please give details:					
Visual Check: Have you no	ticed any issues requiring attentio	n? Yes		No	$\square$
visual effects. Have you no	ticed any issues requiring accention				
If yes please detail:	+				
CORRIDOR (First floor	١٠				
Is the area generally clean	•	Yes	$\boxtimes$	No	
	•	163		110	
If no please give details:					
Visual Check: Have you no	ticed any issues requiring attentio	n? Yes		No	$\boxtimes$
· · · · · · · · · · · · · · · · · · ·					
If yes please detail:	+				
STAIRWAY (To first flo	oor):				
Is the area generally clean		Yes		No	
	-				
If no please give details:					
Visual Check: Have you no	ticed any issues requiring attentio	n? Yes		No	$\boxtimes$
(e.g., fire exit signs, hazards,	lighting, notices, décor, etc.)				
If yes please detail:					

## **Bedrooms:**

CLEANING (G	General Arrange	ements)						
How often are	e bedrooms insp	ected?		twice v	weekly		W	eekly 🛚
Who cleans tl	he bedrooms?			Staff			Resid	ents 🗌
How often do	staff clean the b	edrooms	?	Weekl	у			ightly 🔲
				Month	ıly		Othe	er 🗌
	aning materials a							
	rovided by mana	gement fo	r	Yes	[	$\boxtimes$		No 🗌
residents?								
What cleaning	a equinment is a	vailable to		Can ni	ırchase 1	throi	ıah sk	200
	What cleaning equipment is available to residents?				ii Ciiase		agii si	Юр
What arrangements are in place if rooms				Staff w	ill clean			
are not cleaned sufficiently by residents?								
ROOM NUME			ı				ı	
Room Profile: Shared Roo				n Capa	city:			m Occupancy:
	г т		2				2	
TV	Ensuite	Shared	Bathro	room Smoke A			ırm	Fire Notice
	Very Good	Adeq	uate	Po	or *	N	eeds	urgent attention *
Cleanliness								
Is everything	in working order	?		Υ	'es 🔀	N	o *	
If *, please giv	ve details: A lot	of food						
ROOM NUME	BER 2							
Room Profile:	Shared		Roon	n Capa	city:		Roo	m Occupancy:
			2				1	
TV	Ensuite	Shared	Bathro	oom	Smok	e Ala	ırm	Fire Notice
	Very Good	Adeq	uate	Po	or *	N	eeds	urgent attention *
Cleanliness								
Is everything	in working order	?		Y	'es 🖂	N	o *	
If *, please giv	ve details:							

ROOM NUMBER 3									
Room Profile	: Family		Room	n Capa	city:		Roo	m Occupancy:	
			1				2		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
					[				
	Very Good	Adeq	uate	Po	or *	N	eeds	urgent attention *	
Cleanliness									
Is everything	in working order	·}		Υ	′es 🖂	N	o *		
If *, please gi	ve details:								
ROOM NUMI			I _				_		
Room Profile	: Family			n Capa	city:			m Occupancy:	
		61 1	2				2		
TV	Ensuite	Shared	Bathroom Smoke A		e Ala	ırm	Fire Notice		
	Very Good	Adeq	uate	Po	or *	N	eeds	urgent attention *	
Cleanliness			1						
Is everything	in working order	·}		Υ	′es 🔀	Ν	o *		
If *, please gi	ve details:								
ROOM NUMBER 5									
Room Profile	: Family		Room	n Capa	city:		Roo	m Occupancy:	
	-		3				3		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	e Alarm Fire Not		
	$\boxtimes$				[				
	Very Good	Adeq	uate	Pc	or *	N	eeds	urgent attention *	
Cleanliness									
Is everything	in working order	·?		١	′es 🛚	N	o *		
If *, please gi	ve details:								
ROOM NUMI			1						
Room Profile	: Family		Room	n Capa	city:		Roo	m Occupancy:	
	1		3		ı		3		
TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice	
	Very Good	Adeq	uate	Pc	or *	N	eeds	urgent attention *	
Cleanliness									
Is everything	in working order	.š		Υ	′es 🔀	N	o *		
If *, please gi	ve details:								

ROOM NUM	BER 7					
Room Profile	: Family		Room Capa	city:	Roo	m Occupancy:
			3		3	
TV	Ensuite	Shared B	athroom	Smoke	Alarm	Fire Notice
	$\boxtimes$					
	Very Good	d Adequ	ate Po	or *	Needs	urgent attention *
Cleanliness				$\boxtimes$		
Is everything	in working orde	ι,	γ	′es 🖂	No *	
If *, please gi	ve details:					
DOOM NUMBER	DED 0					
ROOM NUM			Daam Cana	a:4	Doo	O
Room Profile	: Family		Room Capa	city:		m Occupancy:
T) /	Facilita	Chauad D	1	Consolie	1	Fine Nation
TV	Ensuite	Snared B	athroom	Smoke	Alarm	Fire Notice
		L		L		
	Very Good	l Adequ	ate Po	or *	Needs	urgent attention *
Cleanliness						
Is everything	in working orde	ι.	Υ	′es 🔀	No *	
If *, please gi	ve details:					
ROOM NUM	BER 9					
Room Profile	: Family		Room Capa	city:	Roo	m Occupancy:
	T		2	ı	2	
TV	Ensuite	Shared B	athroom	Smoke	Alarm	Fire Notice
	Very Good	d Adequ	ate Po	or *	Needs	urgent attention *
Cleanliness						
Is everything	in working orde	ι,	١	′es 🖂	No *	
If *, please gi						
ROOM NUMI	BER 10					
Room Profile	: Family		Room Capa	city:	Roo	m Occupancy:
			2		2	
TV	Ensuite	Shared B	athroom	Smoke	Alarm	Fire Notice
	$\boxtimes$					
	Very Good	Adequ	ate Pc	or *	Needs	urgent attention *
Cleanliness						
Is everything	in working orde	ι <u>;</u>	Υ	′es 🔀	No *	
If *, please gi	ve details:					

ROOM NUM	BER 11						
Room Profile:	: Single	Room	n Capacity:	Roc	Room Occupancy:		
		1		1			
TV	Ensuite	Shared Bathro	oom Sm	oke Alarm	Fire Notice		
	$\boxtimes$						
	Very Good	Adequate	Poor *	Needs	Needs urgent attention *		
Cleanliness							
Is everything	in working order	?	Yes 🔀	] No *			
If *, please given	ve details:						
ROOM NUMI							
Room Profile:	: Shared	•	n Capacity:		om Occupancy:		
		2		2	1		
TV	Ensuite	Shared Bathro	oom Sm	oke Alarm	Fire Notice		
	$\boxtimes$						
	Very Good	Adequate	Poor *	Needs	urgent attention *		
Cleanliness		$\boxtimes$			🗆		
Is everything	in working order	?	Yes 🔀	No *			
If *, please given	ve details:						
ROOM NUME		ľ					
Room Profile:	:Single	Room	n Capacity:		om Occupancy:		
	<u> </u>	1		1	1		
TV	Ensuite	Shared Bathro	oom Sm	oke Alarm	Fire Notice		
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If *, please given	ve details:						
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Cleanliness							
Is everything	in working order		Yes	No *			
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ROOM NUME	BER 15									
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ROOM NUME	BER 17									
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If *, please give details: Daisy chaining of extension lead	Is everything	in working order	رغ <u> </u>		Υ	es 🖂	No	o *		
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ROOM NUM	BER 27							
Room Profile	: Shared		Room	n Capa	city:		Roo	m Occupancy:
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TV	Ensuite	Shared	Bathro	om	Smok	e Ala	rm	Fire Notice
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Cleanliness				[				
Is everything	in working order	r?		١	⁄es 🔀	N	o *	
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ROOM NUMI	BER 28							
Room Profile			Poor	Cana	city		Poo	m Occupancy:
ROOM Prome	. Silaieu		2	n Capa	city.		0	m Occupancy:
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	Very Good	d Adec	Adequate Poor *				eeds	urgent attention *
Cleanliness								
Is everything in working order?  Yes No *								
If *, please gi		•						
ROOM NUMI	BER 29							
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Cleanliness								
Is everything	in working order	r?		١	es 🖂	N	o *	
If *, please gi								
ROOM NUM						1	_	
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Is everything	in working order	r?	_	١	es 🖂	N	o *	
If *, please gi	ve details:							

ROOM NUMBER 31									
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Is everything	in working order	·}		Υ	⁄es 🔀	No *			
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If *, please gi	ve details:								
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Room Profile			Room	Capa	city:	Ro	oom Occupancy:		
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Cleanliness									
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ROOM NUM	35 BER 35							
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If *, please given	ve details: <b>Food</b>	on floor						
ROOM NUMI							1	
Room Profile:	Shared			Capa	city:		Roo	m Occupancy:
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TV	Ensuite	Shared	Bathro	om	Smok	oke Alarm		Fire Notice
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Cleanliness			$\leq$					
	in working orde	r?		Υ	′es 🔀	N	0 *	
If *, please give	ve details:							

Use this space for any comments or other information not covered in this form:

# **General Representations**

If you were approached by any <u>residents</u> regarding general issues while in the centre please outline the details below:
If you was a supposed by any manch are of staff recording govern
If you were approached by any members of staff regarding general
issues while in the centre please outline the details below:
If you were approached by any other persons regarding general
issues while in the centre please outline the details below:

Please ensure that no personal information or information that could lead to the identification of an individual is recorded in this section.

Personal representations should be recorded in Part 3.

From: David Lardner (DCEDIY)

Sent: Tuesday 29 November 2022 15:08

To:

Subject: IPPS - Inspection Reports Rosslare Port Lodge Accommodation Centre - Please review and respond

Dear Mr Fitzsimons

Please find attached PDF copies of the IPPS Independent Inspection Reports from QTS Ltd for Rosslare Port Lodge Accommodation Centre, dated 30/05/2022 and 11/11/2022 which were completed this year.

I would be grateful if you could please review the reports and if there are any comments on the inspection reports which require remediation I would be grateful if you could please revert back to me by email confirming actions taken.

I would be grateful if we could receive your response by Tuesday 13th December 2022

With Kind regards,

David.

David Lardner International Protection Procurement Services

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The Department of Children, Equality, Disability, Integration and Youth. An Roinn Leanaí, Comhionannais, Míchumais, Lánpháirtíochta agus Óige

david.lardner@equality.gov.ie +353 (0)1 237 6038 https://www.gov.ie/dcediy



#### **Codelix Enterprises**

Rosslare Harbour Accommodation Centre,

St Patrick Road,

Kilrane,

Rosslare Harbour,

Wexford.

Y35HR58

#### Dear David

Thank you for your letter and attached report following our IPPS/IPAS inspection in the Rosslare Harbour Accommodation Centre on the 11th November 2022.

In response to the issues that were identified as requiring attention during the course of the inspection, I would like to outline our actions to date and ongoing interventions and processes in order to rectify or mitigate the issues from reoccurring.

I trust this meets with your approval and welcome any further advice or guidance you might have.

#### **Actions**

#### Part 1

#### **Section 9 Food Hall**

Points are clearly presented beside the shop on our notice board.

#### Part 2

#### Section 19a-

Our external light certification of emergency lighting will be carried out over the next 2
weeks so we should be issued with our new certificate in Janauary.

#### **Room Issues**

- Room 22- & 30 mould has been treated and repainted
- Room 29- Curtain pole has been replaced
- Room 32- Bedroom door has been repaired.

**Damien Fitzsimons** 

MD, Coziq Enterprises Ltd.

damien@dcicentre.ie