

Inspection Form for International Protection Accommodation Services

EOI & Emergency Contracts

The purpose of this inspection is to ensure that the accommodation provider is providing an accommodation service as contracted.

This template applies to centres on EOI & Emergency contracts.

Items **in yellow** apply to centres where families are present only.

Fill in this page prior to inspection:

Accommodation Service Name (Centre):	Cornerpark Lodge
Address:	Peamount Rd, Newcastle, Dublin 22
Eircode:	D22CY64
Contractor (Company):	Paul Sweeney
Manager:	Paul Sweeney
Contracted Capacity:	51
Profile (e.g. singles/families):	Single Female
Previous issues checked. Note made of any issues that were not addressed.	N/A
Every bedroom on register checked against bedroom list (on residents register)	N/A

Date of Inspection:	01/09/2023
Arrival Time:	14:45
Departure Time:	16:30
Inspector:	Sigita Gaidauskaite
IPPS/IPAS/QTS:	IPPS

Previous Inspection

Date of last inspection:	N/A
Last Inspector:	N/A
Last inspection carried out by: IPPS/IPAS or QTS	N/A

Summary of issues from last inspection and confirmation of actions from contractor:

Note to inspector: Please check on this inspection that these items have been addressed.

N/A

Part 1: Fire & Documentation

Request & review the following items:

- Copy of Resident Register on day of inspection. ☒
- Note the occupancy on day of inspection: 51
- Copy of staff list from day of inspection. ☒
- Note the name of person on duty today: Paul Sweeney
- Copy of catering menu from day of inspection (where relevant). ☐
- View list of emergency numbers. ☒
- Date of last Environmental Health Officer Inspection (if applicable)
- If there has been any pest control issues, a copy of most recent report ☒

Security

- Is 24-hour supervision provided? ☒
- Is security provided by external company? ☐
- Name of security provider: D – Tech Security
- Does the centre have CCTV? ☒

Fire Register

- Confirm that the centre is using the register as provided by the Department. ☒
- Check the following. Copy the 2 most recent entries under each heading:

Emergency Lighting Inspection Schedule

Date	Inspected by: Company Name/Staff Member (position)	Comments
18/8/23	Ryan Hede	Passed.
11/5/23	Ryan Hede	Passed.

Fire Alarm & Detection System Inspection Schedule

Date	Inspected by: Company Name/Staff Member (position)	OK? (Y/N)	Defect	Remedial Action Taken (Y/N)	Sign Off (Y/N)
23/3/23	Ryan Hede	Y	N	N	Y

Fire Fighting Equipment Inspection Schedule (Include all fire extinguishers, hose reels and fire blankets.)

Date	Inspected by: Company Name/Staff Member (position)	OK? (Y/N)	Defect	Remedial Action Taken (Y/N)	Sign Off (Y/N)
11/2/23	Healy Fire	Y	N	N	Y
28/2/22	Healy Fire	Y	N	N	Y

Fire Exit Doors / Means of Escape Inspection Schedule

Date	Inspected by: Company Name/Staff Member (position)	OK? (Y/N)	Defect	Remedial Action Taken (Y/N)	Sign Off (Y/N)
Daily	Manager on duty.	Y	N	N	Y

Fire Drill Procedure Inspection Schedule

Date & Time	Number of staff involved in drill	Number of residents present in centre	Number of residents evacuated	Evacuation time (length of time it took to evacuate)	Comments
16/6/23.	5	10 of 39	None as voluntary.	5 min	No warnings

Staff Instruction and Training (Fire Safety)

Staff member(s)	Course	Instructor	Duration	Date
All staff	Fire Safety/Equipment	Paul Sweeney	1 Hour	21/04/23
All staff	Evacuation Procedure,	Danny Healy	1 Hour	20/04/23

Fire Exits, Emergency Lighting, Smoke Alarms, Fire Notices (check as you are going around)

Are fire exits clear from obstruction?	Y
Are they unlocked?	Y
Are fire exits clearly posted throughout the building?	Y
Are all fire doors kept closed?	Y
Are fire evacuation instructions clearly displayed in the centre?	Y
Are fire extinguishers clearly visible?	Y
Is there emergency lighting system in place?	Y
Comments:	N/A

Part 2: Accommodation Units & Communal Facilities

Please note that the setup of the centre can either be own door units or bedrooms with communal facilities (or a mix). In the case of own door units, please check each unit against the bedroom, kitchen facilities, dining and living space requirements.

Reception Area – *(The following are not mandatory for EOI/Emergency Contracts however should be noted as part of the assessment).*

- Reception area has a staff member present. ☒
- First aid kits are available ☒

Posters/information are visible, take note of what can be supplied to provider by IPPS	Present	To be provided
Up to date House Rules – confirm that residents are brought through the house rules on arrival	Yes.	
IPAS Code of Practice	Yes.	
Complaint Forms	Yes.	
Accident/ Incident procedure	Yes.	
HSE Breastfeeding Posters		
Designated Liaison Person details (Child Protection)	Yes.	
Safety Statement/Child Safety Statement	Yes.	
Supervision of children notice		
IOM Voluntary Return Posters	Yes.	
Anti-human trafficking Posters	Yes.	
'No to Violence & Harassment' Posters	Yes.	

- There is a visitor meeting area in the vicinity of the reception where residents can welcome guests. It is clean, functional, fixtures and fittings are in good condition and fit for purpose. ☒
- There is evidence that a visitor signs in and child safety procedure for visitors is in place. ☒
- There is a public toilet in the vicinity of the reception which is open, clean (evidence of a cleaning list in bathroom), soap, hand drying facilities, toilets are functional and fit for purpose. ☒

- Note the heating arrangements.

Note any issues seen in reception area/visitor meeting room/public toilet:

Note the heating arrangement (for whole centre):

Electric heating

Wi-Fi

- Connect to the Wi-Fi that residents use.
- Check the connection at various points throughout the inspection.
- Ask a few residents if the Wi-Fi connection is sufficient.

Note results of speed tests and locations:

There is open Wi-Fi present in the property, with very good speed.

Kitchen Facilities for Residents to Cook for themselves (*if Independent Living*): **N/A.**

Can be either communal or within each accommodation unit. Note the set up in this centre:

- Are the cooking stations clean and functional? ☒
- Are there sufficient cooking utensils? ☒
- Is there a separate cooking station & utensils for halal cooking? ☒
- Check that a food safety management system is in place in fridge/freezers/dry storage areas. ☒
- Do residents have 24/7 access to a Residents Canteen including sink, microwave, kettle, fridges, hot and cold water, cutlery and crockery? ☒

Note any issues observed in or comments on residents' kitchen:

Dining Area

Can be either communal or within each accommodation unit.

- The dining area is clean and functional. ☒
- There is sufficient furniture including tables, chairs. ☒
- Availability of high chairs. ☐
- Tea, coffee, drinking water, fruit and snacks available to residents. ☒
- Furniture, fixtures and fittings are in good condition and are fit for use. ☒

Note any issues observed in or comments on the dining area:

Communal Spaces

These are communal spaces, not used as a bedroom for families. *(Not applicable if centre is completely made up of own-door units).*

Please check the following in each living room:

- Room is exclusively used as a communal space room ☒
- Room is furnished as a living room including TVs & other recreational facilities. ☒
- Furniture, fixtures and fittings are in good condition and are fit for use. ☒

- No CCTV in living rooms. (Even inactive CCTV cameras are not acceptable). ☒

Note any issues observed in or comments on living rooms (note the number of living rooms):

Check the following:

- Social space is furnished appropriately, furniture is in good condition and fit for purpose. ☒
- Social space includes TV, computers and other recreational facilities which are functional and available to residents. ☒
- Fixtures and fittings of social space(s) are in good condition. ☒
- There is a clean, functional and appropriately equipped indoor children's play area. ☐
- There is a safe, outdoor, clean outdoor children's play area. ☐

- There is a communal space which has TV & other recreational facilities. These are functional and clean. ☒

Note any issues with or comments on social spaces (including if any of the above spaces are not being provided, and note where additional facilities are being provided):

Meeting Rooms

Please check the following in each meeting room:

- Minimum of 5 chairs and a table. ☒
- Furniture, fixtures and fittings in good condition. ☒
- Room is bookable by residents. ☒
- Room has a lockable door (from inside) ☒
- No CCTV in the meeting room. (Even inactive CCTV cameras are not acceptable). ☒

Note any issues observed in or comments on meeting rooms:

Food Hall if applicable- (Onsite Shop)

- There is a price list displayed for residents. ☐
- Epos system in operation. ☐
- Records of food delivery. ☐
- Records of refrigerator temperature checks. ☐
- Take samples (at least 5) of food items for sale, the expiration date, price.

Item for sale	Expiration Date	Points Value

Note date of last inspection by Environmental Health Officer:

Note any issues observed in food hall:

Shopping off-site (card/voucher system in place) – N/A

Please tick:

- Is a card/voucher system in place for residents to shop in the local area? ☐
- Has an agreement been reached with a local shop(s)? ☐
- Is the system fully functional? ☐
- Do the residents have sufficient credit to buy necessary items? ☐

Note any issues observed with or comments on card/voucher system for external shopping:

Catering Service if applicable

Please tick:

- Centre has an onsite kitchen providing a catering service? ☐
- Catering service is provided through external service? ☐
- There is no catering service? ☒
- Check that menu provides for all dietary requirements and is nutritionally appropriate.
- Check for any evidence of pest/rodent activity.

HACCP checks	Notes
Food temperature	
Food storage (fridge temperature)	
Food storage (freezer temperature)	
Food safety management system	

Note any issues with or comments on catering service:

Laundry Facility

- Laundry Service in Place? ☒
- Sufficient self-service machines for number of residents? ☒
- All machines are functional? ☒
- Opening hours are reasonable? yes
- Area is clean and clear of hazards? ☒

- Supply of washing powder available to residents? ☒

Note any issues with or comments on laundry area:

Building Exterior/Grounds:

- Grounds are well kept? ☒
- Pathways are free from hazards? ☒
- Paintwork is in good condition? ☒
- Windows appear clean and in good repair? ☒
- Any other applicable considerations.

Note any issues with or comments on building exterior/grounds:

Corridors

- All corridors throughout maintained. ☒
- Is the area generally clean? ☒
- Any issues requiring attention? ☒

Note any issues with or comments on corridors:

Stairways

- All stairways kept clear & maintained. ☒
- Is the area generally clean? ☒
- Any issues requiring attention? (*e.g., fire exit signs, hazards, lighting, notices, décor, etc.*) ☐

Note any issues with or comments on stairs/stairwells:

Bedrooms

Check each bedroom against the below list. If there are any issues, please note the room number and issue in the box below. In each bedroom, check the following:

Occupancy:

- Number of residents to a room.
- If residents are present, and it is appropriate to engage with them, ask if there are any issues with the accommodation that they would like to discuss (*see Part 3 below*).

Physical Aspects:

- Furniture (Beds, wardrobes/ sufficient personal storage, other furniture) are in good condition and fit for use. ☒
- Access to a television (mandatory for EOI, reasonable access in common areas will suffice for Emergency). ☒
- Fixtures and fittings (floor covering, curtains, blinds, light fittings, paintwork, window openers **including child restrictors**) are properly maintained and are fit for use. ☒
- Heating and safety equipment do not present issues (e.g. is smoke alarm uncovered, does the room feel warm enough, any fire hazards). ☒

Bathroom

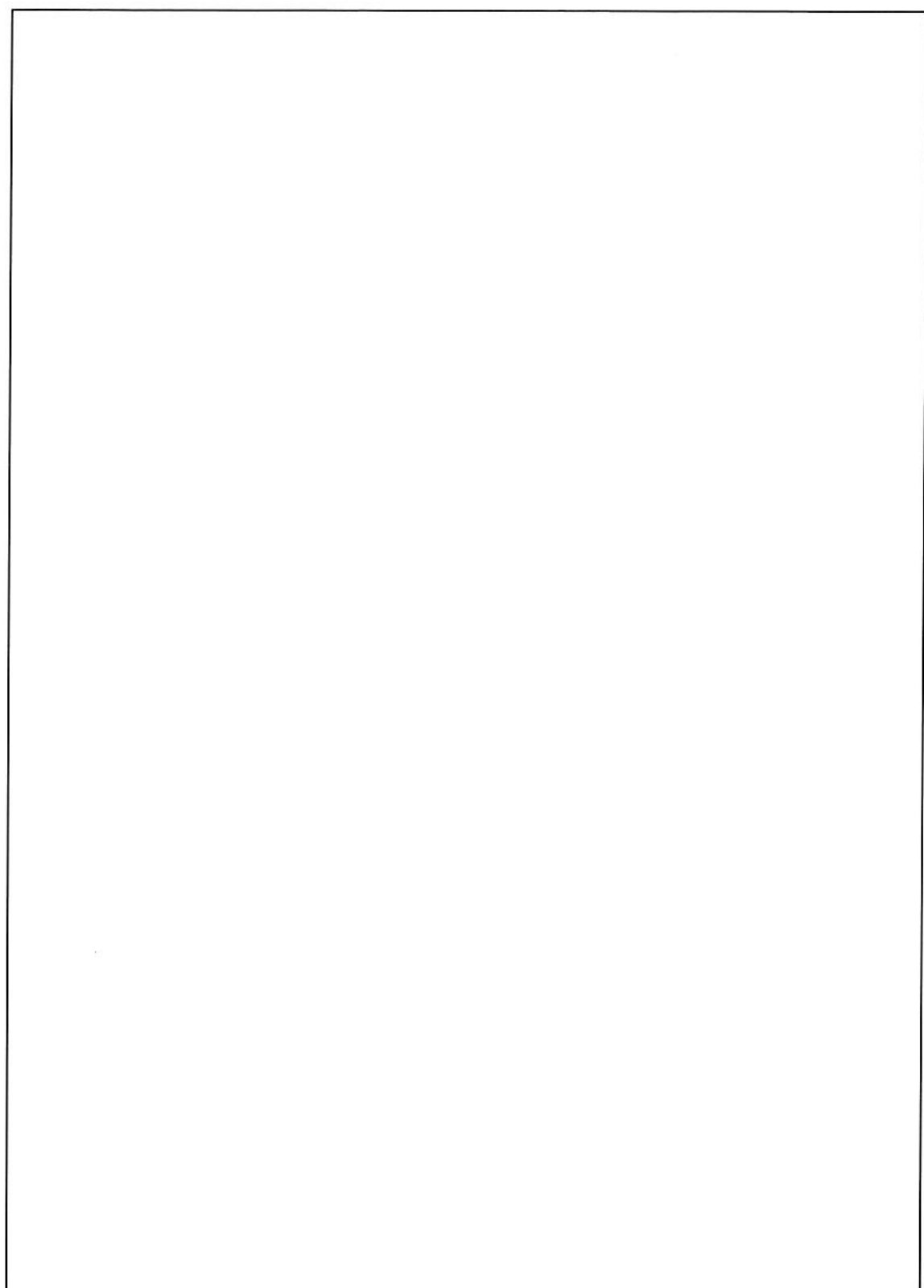
- Sufficient bathroom facilities for number of residents ☒
- Check for mould or other sanitary issues. Note if deep cleaning is required.
- All fixtures are in good condition and fit for use. ☒

Note any issues seen in or comments on any bedrooms (include room number)

Note any issues seen in or comments on any bedrooms (include room number):

Summary of Issues

Fill in after inspection. This, along with the report, will be sent to the contractor, and the next inspector will use this section to verify that issues have been addressed on the next inspection.



End of inspection checklist (while onsite):

- Date of last Environmental Health Officer Inspection (if applicable)
- Resident Register from day of inspection
- Staff list and name of person on duty on day of inspection
- Catering menu from day of inspection (if applicable)
- If there have been any pest control issues, get a copy of most recent report.
- Manager has signed the declaration.

Follow up:

- Check sample foodhall prices against the IPAS Points and Products list, note any discrepancy.
- Create the summary of issues sheet
- Scan report, register, staff list, menus (*if applicable*) to IPPS. Include the confidential issues page.
- The report can be scanned handwritten, no need to type it if it is legible and appropriate for publication.

Manager Declaration (for IPPS/IPAS inspections)

Manager should be asked to sign this declaration.

This inspection, by a Department official, is primarily to examine how the terms of the Contract are being complied with in the centre.

The manager accepts that the person carrying out the inspection is not charged with certifying the centre is in compliance with all fire safety regulations. The manager agrees that the information provided above is correct.

Signed:

Paul Sweeney

Position:

Owner

Date:

1/9/2023

Cornerpark Lodge Limited
Employee Basic Info
Period:
Number of employees:

STAFF LIST
2023-08-26 to 2023-09-01
8

Employee	Number	Email	Job Title	Gender	Date of Appointment
Avulara, Elizabet.Makungu	0017	elizabet	Cleaner	Female	2023/08/01
Hand, Michael	0001	michael	Maintenance Manager	Male	2020/02/04
Morgan, Louise	0002	louisetw	Manager	Female	2019/11/04
Murphy, Geraldine	0004	gmurphy	Book Keeper	Female	2020/06/02
Otango, Beatrice, Kagonya	0018	beatrice	Cleaner	Female	2023/08/14
Sweeney, Georgina	0011	georginr	Receptionist	Female	2022/05/23
Sweeney, Hilary	0003	hjsween	Maintenance	Male	2020/02/04
Sweeney, Paul M	0008	paulswe	Director	Male	2021/05/31

Date: 1st September 2023

#	Centre	Room No.	Bed Type	Room Capacity	Name 1	Name 2	Name 3	Name 4	Name 5	TRN	Nationality
1	Cornepark Lodge	1	Single	2	IRMA	BUACHIDZE				1108536-19	GEORGIA
2	Cornepark Lodge	1	Single	2	BELA	BASILIDZE				1201632-22	GEORGIA
3	Cornepark Lodge	2	Single	3	RAMIA	MOHAMED	AHMED			1180058-21	SOMALIA
4	Cornepark Lodge	2	Single	3	SUNDUS	ABDULLAH	ALI			1175362-21	SOMALIA
5	Cornepark Lodge	2	Single	3	AYAN	MAHAD	JAMAC			1188075-22	SOMALIA
6	Cornepark Lodge	3	Double	2	EUNICE	JINA	&	BABY	BOY	1110432-19	AFRICA
7	Cornepark Lodge	4	Single	2	KUDZAI	MWABE				1156013-21	ZIMBABWE
8	Cornepark Lodge	4	Single	2	DORCAS	LONIEZO	MKHIZE			1311172-22	AFRICA
9	Cornepark Lodge	5	Single	2	NANA	KHUEDALIDZE				1110449-19	GEORGIA
10	Cornepark Lodge	5	Single	2	MARINA	BEOSHVILI				1176658-21	GEORGIA
11	Cornepark Lodge	6	Single	2	NOMVUYO	DENTI				1078413-18	SOUTH AFRICA
12	Cornepark Lodge	6	Single	2	BEATRICE	KAGONYA	OJANGO			1246337-22	KENYA
13	Cornepark Lodge	7	Single	2	JABULILE	MOYO				1112600-19	ZIMBABWE
14	Cornepark Lodge	7	Single	2	THANDEKA	NYONI				1112614-19	ZIMBABWE
15	Cornepark Lodge	8	Single	4	KAFAYET	ADEOLA				1112138-19	NIGERIA
16	Cornepark Lodge	8	Single	4	RITAH	KUZA				1124387-20	UGANDA
17	Cornepark Lodge	8	Single	4	PATIENCE	NOLINE	NAUNG	MAZIBUKO		11274834-21	SOUTH AFRICA
18	Cornepark Lodge	8	Single	4	TEA	TUKVADEZ				1316437-22	Georgia
19	Cornepark Lodge	9	Single	4	SITHOBEKILE	NKALA	(Amanda)			1191499-22	ZIMBABWE
20	Cornepark Lodge	9	Single	4	GINISELA	MOYO	(Nicky)			1194612-22	ZIMBABWE
	Cornepark Lodge	9	Single	4	DIANA	KHAATISHVILI				1316414-22	Georgia
21	Cornepark Lodge	9	Single	4	NATO	GIGARI	(Natalia)			1316440-22	Georgia
22	Cornepark Lodge	10	Single	3	BRITA	MOYO				1015357-17	ZIMBABWE
23	Cornepark Lodge	10	Single	3	THATO	JANE	DEWAH			1171764-21	BOTSWANA
24	Cornepark Lodge	10	Single	3	TUMISANG	TSTSI	MOTSUMI			1185828-22	BOTSWANA
25	Cornepark Lodge	11	Single	3	GAMUCHIRAI	NYAMUGURE				1117213-19	ZIMBABWE
26	Cornepark Lodge	11	Single	3	SHARON	NDLOU				1095798-19	ZIMBABWE
27	Cornepark Lodge	12	Single	3	JABULILE	TINOTENDA				1128241-20	ZIMBABWE
28	Cornepark Lodge	12	Single	3	MOMPUMELELO	MATHEGA	CELE			1176439-21	ZIMBABWE
29	Cornepark Lodge	12	Single	3	JOSEFINE	PRECIOUS				1206565-22	SOUTH AFRICA
30	Cornepark Lodge	13	Single	3	OLABISI	SIBANDA				1175886-21	ZIMBABWE
31	Cornepark Lodge	13	Single	3	ALIMATU	JALOH				1178170-21	NIGERIA
32	Cornepark Lodge	13	Single	3	HEDWICK	DUBE				1194565-22	SIERRE LEONE
33	Cornepark Lodge	14	Single	4	MMACULO	BERITA	MITUPHA			1316558-22	Zimbabwe
34	Cornepark Lodge	14	Single	4	MUJIDAT	ONYOLAPE	JIMOH			1194664-22	ZIMBABWE
35	Cornepark Lodge	14	Single	4	FAYSA	MUHYIIN	MOHAMUD			1169312-21	NIGERIA
36	Cornepark Lodge	14	Single	4	IKRAM	MOHAMED	ALI			1206589-22	SOMALIA
37	Cornepark Lodge	15	Single	4	MAIA	TAKHISHVILI				1206629-22	SOMALIA
38	Cornepark Lodge	15	Single	4	NATALIA	JINORIZE				1206750-22	GEORGIA
39	Cornepark Lodge	15	Single	4	VELAT	AKTAS				1189726-22	TURKEY
40	Cornepark Lodge	15	Single	4	KHATIA	OTASHVILE				1206679-22	GEORGIA
41	Cornepark Lodge	16	Single	4	ANIISA	AHMED	MAHAMUD			1252927-22	SOMALIA
42	Cornepark Lodge	16	Single	4	DUNIYA	MOHAMED	ISAAC			1242225-22	SOMALIA
43	Cornepark Lodge	16	Single	4	KHATUNA	KVABATSHILIA				1194005-22	GEORGIA
44	Cornepark Lodge	16	Single	4	SALMA	ALI	SHEKOV			1242076-22	SOMALIA
45	Cornepark Lodge	17	Single	4	ANISSA	MAHAMUD	IBRAHIMA			1179776-21	SOMALIA
46	Cornepark Lodge	17	Single	4	ELIZABET	MAKUNGU	AVULARA			1246343-22	KENYA
47	Cornepark Lodge	17	Single	4	ELONA	MURRANI				1205658-22	ALBANIA
48	Cornepark Lodge	17	Single	4	AYAAN	MOHAMED	MUHYIIN			1268460-22	SOMALIA



CORNERPARK LODGE, Peamount Road, Newcastle, Dublin 22. D22 CY64

Email: cornerparklodge@gmail.com Phone No: 087 443 0606

Web page: Accommodation23\$ Company Reg: 667575 VAT Reg: 3679827AH

PEST CONTROL REPORT:

Date: 4th September 2023

Product used: Brodifacoum Sachets H50 Grain

Box :	Date	Date of Inspection	Initials
1	08.08.23	04.09.23	PS
2	14.08.23	04.09.23	PS
3	08.08.23	04.09.23	PS
4	08.08.23	04.09.23	PS
5	08.08.23	04.09.23	PS
6	08.08.23	04.09.23	PS
7	14.08.23	04.09.23	PS
8	08.08.23	04.09.23	PS
9	08.08.23	04.09.23	PS
10	08.08.23	04.09.23	PS
11	08.08.23	04.09.23	PS
12	08.08.23	04.09.23	PS
13	08.08.23	04.09.23	PS
14	08.08.23	04.09.23	PS
15	08.08.23	04.09.23	PS

NOTES: Roden Box 4, 5 & 6 damaged

Replaced boxes 4,5 & 6 with H50 Grain Brodifacoum Sachets



CORNERPARK LODGE, Peamount Road, Newcastle, Dublin 22. D22 CY64

Email: cornerparklodge@gmail.com Phone No: 087 443 0606

Web page: Accommodation23\$ Company Reg: 667575 VAT Reg: 3679827AH

PEST CONTROL REPORT:

Date: 28th August 2023

Product used: Brodifacoum Sachets H50 Grain

Box :	Date	Date of Inspection	Initials
1	08.08.23	28.08.23	PS
2	14.08.23	28.08.23	PS
3	08.08.23	28.08.23	PS
4	08.08.23	28.08.23	PS
5	08.08.23	28.08.23	PS
6	08.08.23	28.08.23	PS
7	14.08.23	28.08.23	PS
8	08.08.23	28.08.23	PS
9	08.08.23	28.08.23	PS
10	08.08.23	28.08.23	PS
11	08.08.23	28.08.23	PS
12	08.08.23	28.08.23	PS
13	08.08.23	28.08.23	PS
14	08.08.23	28.08.23	PS
15	08.08.23	28.08.23	PS

NOTES: No Roden damage Boxes