

5 Protocol for Archaeological Discoveries

The protocol for dealing with unexpected archaeological remains discovered during the Licenced Activities covered by the WSI, is outlined below. This protocol should be incorporated within the RAMS and a copy should be held by the Principal Contractor. This protocol should be highlighted within toolbox talks given to management and any contractors working on the Scheme at the earliest opportunity. Where possible, the Archaeological Contractor should outline the protocol to relevant personnel.

5.1 Discovery of Unexpected Archaeological Remains

5.1.1 Halt works in the area of the discovery

Upon discovering potential unexpected archaeological remains, ground works in the area should be halted and the Principal Contractors Project Manager should be contacted. Work elsewhere can continue. Once work has been halted, the Principal Contractors Project Manager should contact the Client.

5.1.2 Securing the area of the discovery

Groundwork contractors should not investigate the area where archaeological remains have been discovered. The area should be secured and all site personnel and machines should be prevented from travelling across the area of the discovery. If possible, the area of discovery should be demarcated using hi-visibility barrier tape or site barriers.

5.1.3 Contact the Client

The Principal Contractor will be required to take scaled digital photographs of the discovery and its general context. The Client and Archaeological Contractor should be consulted and all information (including photographs) be made available to them at the earliest opportunity.

5.1.4 Arrange a Site Visit (if needed)

The Client will contact the Archaeological Contractor to inform them of the discovery. The Archaeological Contractor will review the available information to determine whether a site visit is warranted (with CPAT in attendance if necessary) in order to consider the appropriate next steps.

5.1.5 Prepare a targeted Written Scheme of Investigation to address the unexpected archaeological discovery

The Client in discussion with the Archaeological Contractor, will agree an appropriate archaeological response. A draft WSI will be prepared by the Archaeological Contractor to detail the archaeological methodology to mitigate impacts upon the unexpected archaeological discovery and understand its significance. This will be reviewed in draft by the Client before a final version is produced and sent to CPAT for approval.

5.1.6 Undertake the archaeological works

The appointed Archaeological Contractor will undertake the works and report on the findings. All work will be carried out in accordance with the approved WSI and will be monitored by CPAT.

5.1.7 Sign off the area of the archaeological discovery

Following the completion of archaeological investigations and the 'sign off' of the area by the Client, and CPAT, the area will be handed back to the Principal Contractor.