SHIELD INTERNATIONAL CONSTRUCTION

HEALTH & SAFETY PLAN

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HEALTH & SAFETY PLAN

ABBREVIATIONS

HSE PLan:	Health, Safety and Environment Plan.
Staff Members:	The person enrolled on company roll.
Worker:	The person whose services is higher for the specific purpose either on short term or long-term basis.
JSA:	Job Safety Analysis
SCENR:	Super Council for Environment and Natural Reserves.
EIA:	Environmental Impact Assessment.
Significant:	Activity is being carried out during the project and its effect is considerable.
Non Significant:	Activity is being carried out during the project and its effect is not considerable.
Nor (N):	The environment impact of a particular activity is rated Normal.
ABN (AB):	The environment impact of a particular activity is rated to be abnormal it needs attention.
EMC (E):	The environment impact of a particular activity is rated Critical as emergent, the impact need to be addressed immediately.
Hazardous Waste:	The generated waste is of hazardous nature.
Non Hazardous Waste:	The generated waste is of non-hazardous nature.

HEALTH & SAFETY PLAN

ABBREVIATIONS

Health:	It means free from illness or injury attributable to occupational causes Individual or group concerned with or affected by the HSE performance of the
MSDS:	Material Safety Data Sheet.
OEL:	Occupational Exposure Limits.
PPE:	Personal Protective Equipment.
Safety:	It means protected from any risk or hazard.
Cold Work:	Work, which cannot create a source of ignition.
Confined Space Entry:	An enclosed or partially enclosed space with a limited access, which is subject to developing an oxygen deficient, flammable, or toxic atmosphere, and has limited means of access and egress. This may include, but is not limited to, tanks, process vessels, pipe trenches/excavations (over 1 meter depth).
Electrical Work:	Work on any item or piece of equipment, which is capable of being electrically charged or or activated.

HEALTH & SAFETY PLAN

PURPOSE OF THE PROJECT HSE PLAN

The purpose of the HSE Plan is to get acquaint all employees, at any hierarchical level, and all subcontractors with safety rules which must be observed while working on site and the works which directly and /or indirectly fall under main contractor purview.

Copy of HSE Plan shall be made available with Project Manager, HSE Department and Admin Department for the ready reference.

It is the responsibility of the Project Manager to illustrate the HSE Plan to all Staff members and Workers deployed at site. All individual is entrusted with the responsibility of his personal Safety as well as the Safety of his co-employees and also responsible to perform the job with utmost safely while at work.

It is mandatory to all individuals working at site to report any kind of incident occurred or likely to occurred at site to his immediate supervisor and to the site HSE Department. All Staff members and workers are abide to follow with the company Safety rules and Safety guidelines issued by main contractor from time to time.

The HSE Plan gives broad guidelines to carry out Job Safety Analysis before taking up any job to get it implement safely and timely. This HSE Plan is to provide a general guide to Health, Safety and Environment and should be read in conjunction with specific project HSE procedures and Client requirements.

The HSE plan is subject to review at regular intervals on need basis, under the direct control and responsibility of the Project Manager and HSE Manager.

HEALTH & SAFETY PLAN

COMMITMENT OF PROJECT TEAM

MISSION STATEMENT: **Injury free Healthy Work Environment at all Work Sites.**

VISION STATEMENT: **To Inculcate Safety Culture across the Organization.**

Shield International Construction has highly motivated, Energetic, Self-driven and result oriented team of Engineers, Executives, and Support Services and Skilled workers to take up the task in time with Safety. The objective of this **PROJECT HSE PLAN** is to facilitate the safe execution of the work by incorporating HSE measures to carry out the construction activity in planning Stage itself. The JSA of the activity will be carried out in the planning stage itself and the it is being ensured that the suggested Safety Measures by the Al Maher Project Management and guide lines issued by the Client HSE Department is in place even before starting the construction activity.

The Management is in of a great opinion that the Safety needs to have the specific time and attention and also the deliberation i.e. will to implement the Safety Norms. The Site Management also realized that the Safety is a deliberate function and therefore the HSE function shall be addressed on top of the priority on day to day basis. The Site Management is committed to accomplish the job with zero loss arise due to undue or untoward incidents to the organization and its principals.

HEALTH & SAFETY PLAN

OCCUPATIONAL HEALTH AND SAFETY POLICY

Shield International Construction Company is committed to achieve accident free and healthy work place by encouraging its employees, subcontractors, vendors, customers and visitors to adopt the best Safety practices among the Industries to maintain an accident free and Healthy work environment and excel in Health and Safety performance.

To achieve the commitment, the management shall adopt the following HSE management programs across the organization

- Provide visible and active leadership in regards to Health & Safety.
- Enhance the Safety awareness among all by imparting training.
- Identify, Control and Monitor the hazards at work site during the course of project.
- Identify expected emergencies that are likely to occur during execution of project and get prepared with resources to tackle the expected emergency.
- Site management shall be empowered to take all preventive measures to maintain the injury free work environment during the project.
- Comply with all the legal and other relevant requirements pertaining to Health & Safety.

This policy will be communicated to all levels of the employees, subcontractors, vendors, customers, visitors and subject to continual improvement during the course of time.

The management of Shield International Construction Company is committed to
implement, maintain and continually improve an effective OH&S Management System in line with OHSAS 18001 :2007 International standards requirements.

HEALTH & SAFETY PLAN

GENERAL SAFETY GUIDELINES FOR ALL STAFF MEMBERS / WORKERS AT SHIELD INTERNATIONAL CONSTRUCTION

General Guidelines:

- All Site In-charge is totality responsible for maintaining the safe working conditions at site for all the time.
- All executing Engineers are responsible for maintaining the safe working conditions during the execution and the pendency of the job.
- All concerns are advised to report all near miss incident and high risk potential incidents occurring at site to the HSE department.
- The person working at site is responsible for his own safety as well as safety of his colleague employee working on the same floor level or the below level area.
- `` SMOKING`` is strictly prohibited at the site.
- Consumption of Alcohol / Drugs at work is strictly prohibited.
- Before starting any hot work, Shift the Fire extinguisher at site and know how to operate the Fire extinguisher.
- Use of mobile phone while executing the job by workers in any form is strictly prohibited at site.
- All individual working at site is responsible to keep the area clean and clear.
- All individual working at site is advised to do not left out material on completion of the job.
- All individual working at site is responsible to keep all the approach clear and free from any obstacles.
- All individual working at site is advice to ensure that no projected items are left out in aisles as well as on the floor.
- All individual working at site is advice to drop the material in the waste basket.
- Use of proper ladder / scaffold for the man movement is recommended.

HEALTH & SAFETY PLAN

- Mount the ladder / scaffolding properly and supporting to the rigid structure.
- Use full body harness while working or climbing at height.
- Do not seat or take any working position at the edge of the floor at height.
- Do not sleep in the working area.
- Always face the opening during man / material movement.
- Ensure that the ground opening on the floor shall be barricaded with safety net.
- Before marching the equipment / Machinery at site ensure the stability of the ground.
- Keep all the material / load / equipment required to lift in the accessible approach of the crane.
- Do not lift the loose / loosely packed material by the crane.
- No material shall be dragged or pulled out during any material movement.
- Use rated capacity slings / hook for lifting the material.
- Know the weight of the load, rating of equipment and lifting tackles are suitable for handling the material.
- Ensure that all lifting tools and tackles are in good working condition.28. Do not hang the load in suspended position once the material is lifted by the crane.
- Ensure the safe clearance of site for the signal man giving the signal to crane operator.
- Do not walk through under the suspended load.
- Carry out the testing of all interlocks of lifting crane before put it into operation.
- Only authorized person is authorized to give the electrical connections.
- Loose electrical cables / cables with joints are not permitted on site.
- Overloading of electrical gadgets are strictly prohibited.
- Do not expose the electrical cables to the Mechanical impact.
- Do not lay the cables on the ground.

HEALTH & SAFETY PLAN

- Use rated electrical cables and gadgets for the electrical connection.
- All cables shall be routed through the proper conduit.
- Ensure that all safety provisions are incorporated in the electrical circuit.
- Daily Tool box talk shall be conducted at site by the Executive Engineer / Supervisor.
- Before starting the job preparatory talk shall be conducted.
- All lifting tools and tackles mobilized at site shall be certified by the Third party.
- All the individuals working at site are empowered to detect the unsafe act and unsafe conditions and inform to Site supervisor to correct the noticed unsafe act / unsafe condition and to HSE department.
- On observing the unsafe act & unsafe condition HSE department representative is authorized to stop the job.
- All drivers deployed for driving the heavy vehicles and machineries at site shall essentially pass through the defensive driving training.
- Photography at site is strictly prohibited.

1. ENVIRONMENT MANAGEMENT

To maintain the Good housekeeping and protect the work environment at site following step will be taken

- Disseminate the information on environmentally acceptable practices to all employees of the applicable standards and regulations
- Dedicated team for good Housekeeping under the direct supervision of Project Manager.
- Identification of waste disposal as Hazardous, Flammable and Non Hazardous.
- Segregation of waste separated during the stage of housekeeping such as wood, Iron,
- Plastic and Concrete Muck to ensure the good practices and easy disposal.
- Housekeeping of Office Premises once in two days.

HEALTH & SAFETY PLAN

- All fuel filling operations are mechanized, No manual fuel refilling is permitted on site.
- To protect the Oil / Diesel spillage during refilling arrangement of bund wall shall be made.
- Waste disposal is carried out by the recommended agency as recommended by SCENR environmental regulations.
- Not disturbing the plants and natural resources available at site.
- Covered disposal of sewage / WC waste as per the guidelines issued by SCENR environmental regulations.
- Classification and reporting of Environment emergency as per the guidelines of Client
- HSE Department guidelines.
- The detail impact assessment is enclosed in Annexure –I.
- Emergency response for Environmental Emergencies.

Following environmental emergencies envisaged during the execution of the project –

1. Spillage of Diesel / Oil Drum.
2. Gas Leakage (Acetylene).
3. Emission of Welding fumes during welding.

SPILL CONTIGENCY ACTION PLAN

1. On detecting any environmental emergency of oil spillage / Gas leakage or any other serious nature affecting the site environment shall be immediately brought to the notice of site HSE department of Shield International Construction and Project Manager.
2. Site HSE Officer – In-Charge will report to Client HSE Department about the exigency and to the Civil Defense Emergency Department.
3. Site HSE Officer will mobilize all resources such as oil soaking pad to collect the spillage of oil.
4. In case of Gas leakage site supervisor / HSE Officer will attempt to close the isolation valve of the cylinder.

HEALTH & SAFETY PLAN

5. On arriving the Civil Defense Emergency response team, Site HSE officer will guide to the Civil Defense team to handle the emergency.
6. The environment incident report shall be immediately informed telephonically and submit preliminary report to Client HSE department within the stipulated period of 24 hours.
7. The mitigation measures recommended shall be implemented and recorded by Site HSE Officer.

2. HEALTH MANAGEMENT

1. Arrangement of First Aid Boxes at Site as per the norms.
2. Deployment of Trained First Aider at all time as per the norms.
3. Periodic Workers Camp inspections.
4. Potable Drinking Water Facility at Site conductive to weather conditions.
5. Provision of Urinals at Site
6. Provision of Rest Room for Workers at Site.
7. Provision of Smoking Booth at Site
8. All employees working in high noise areas 85 dB (for 40 hours per week) shall be provided with the ear plug as protection measure.
9. All records of Medical treatment cases will be maintained in register form.

3. SAFETY MANAGEMENT SYSTEMS AT SHIELD INTERNATIONAL CONSTRUCTION

- Excavation
- Safe Access and Fall Protection
- Scaffolds & Ladders
- Electrical
- Fire Prevention & Control
- Hazard Management


HEALTH & SAFETY
Report
Time
Date
Location Details:
Steps taken to identify and secure risk:

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- Personnel Protective Equipment
- Training
- Physical Monitoring of the Jobs
- Safety Inspections
- Traffic Safety
- Near miss Reporting
- Incident Reporting
- Incident Investigations
- Safety Meetings
- Monthly Report
- Sub-Contractors Safety Management
- Legal Compliance / Compliance of Safety Norms
- Safety Motivational Activity
- Penalty
- Signage
- Lifting Tools and Tackles
- Work Permit Procedure

HEALTH & SAFETY PLAN

SAFETY MANAGEMENT SYSTEM

1. EXCAVATIONS:

Prior to opening an excavation, underground installations (e.g., sewer, communication lines, water, fuel, electric lines) shall be located and protected from damage or displacement. Utility companies and other responsible authorities shall be contacted to locate and mark the locations and, if they so desire, direct or assist with protecting the underground installations. When required, the Contractor shall obtain a "Work Permit" (excavation permit) from authorities prior the initiation of any excavation work. Requests for the permits will be processed through the PWT coordinator.

Excavation inspection and testing procedures shall be followed.

- **ELECTRIC**
- **GAS-OIL-STEAM**
- **COMMUNICATION CATV**
- **WATER**
- **SEWER**

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1. When persons will be in or around an excavation, a competent person shall inspect the excavation, the adjacent areas, and protective systems daily, as needed throughout the work shifts, and after every rainstorm or other hazard-increasing occurrence.
2. If evidence of a situation that could result in possible cave-ins, slides, failure of protective systems, hazardous atmospheres, or other hazardous condition is identified, exposed workers shall be removed from the hazard and all work in the excavation stopped until all necessary safetY precautions have been implemented.
3. In locations where oxygen deficiency or gaseous conditions are known or suspected, air in the excavation shall be tested prior to the start of each shift or more often if directed by the Safety manager. A log of all test results shall be maintained at the work site.

Protective Systems

- The sides of all excavations in which employees are exposed to danger from moving ground shall be guarded by a support system, sloping or benching of the ground, or other equivalent means.
- Excavations less than 5 ft (1.5 m) in depth and which a competent person examines and determines there to be no potential for cave-in do not require protective systems.
- Sloping or benching on the ground shall be in accordance with approved engineering design.
- Support systems shall be in accordance with approved engineering design.
- Protective systems shall have the capacity to resist without failure all loads that are intended or could reasonably be expected to be applied to the system.
- Shoring shall be used for unstable soil or depths >5 ft (>1.5 m) unless benching, lay-back, or other acceptable plan is implemented by the Contractor.
- If the stability of adjoining buildings or walls is endangered by excavations, shoring, bracing, or underpinning designed by a qualified person shall be provided to ensure the stability of the structure and to protect employees.
- Sidewalks, pavements, and related structures shall not be undermined unless a support system is provided to protect employees and the sidewalk, pavement, or related structure.
- Where it is necessary to undercut the side of an excavation, overhanging material shall be safely supported.

HEALTH & SAFETY PLAN

Protection from water

- Diversion ditches, dikes, or other means shall be used to prevent surface water entering an excavation and to provide good drainage of the area adjacent to the excavation.
- Employees shall not work in excavations in which there is accumulated water or in which water is accumulating unless the water hazards posed by accumulation is controlled.
- Freezing, pumping, drainage, and similar control measures shall be planned and directed by a registered/ PTW certified engineer and area control authorities. Consideration shall be given to the existing moisture balances in surrounding soils and the effects on foundations and structures if it is disturbed or as indicate under Clients Safety guidelines.

Protection from falling material

- Employees shall be protected (by scaling, ice removal, benching, barricading, rock bolting, wire mesh, or other means) from loose rock or soil that could create a hazard by falling from the excavation wall: special attention shall be given to slopes that may be adversely affected by weather, moisture content, or vibration.
- Materials, such as boulders or stumps, that may slide or roll into the excavation shall be removed or made safe.
- Excavated material shall be placed at least 3.2ft (1m) from the edge of an excavation or shall be retained by devices that are sufficient to prevent the materials from falling into the excavation. In any case, material shall be placed at a distance to prevent excessive loading on the face of the excavation.

Mobile equipment and motor vehicle precautions.

- When vehicles or mobile equipment are used or allowed adjacent to an excavation, substantial stop logs or barricades shall be installed. The use of a ground guide is recommended.
- Workers shall stand away from vehicles being loaded or unloaded to avoid being struck by spillage or falling materials.

HEALTH & SAFETY PLAN

- Excavating or hoisting equipment shall not be allowed to raise, lower, or swing loads over personnel in the excavation without substantial overhead protection.
- Employees shall not be permitted to work on the faces of sloped or benched excavations at levels above other employees except when employees at lower levels are adequately protected from the hazard of falling material or equipment.
- When operations approach the location of underground utilities, excavation shall progress with caution until the exact location of the utility is determined. Workers shall be protected from the utility and the utility shall be protected from damage or displacement.
- Employees shall wear a harness with a lifeline securely attached to it when entering excavations classified as confined spaces or that otherwise present the potential for emergency rescue.

2. SAFE ACCESS AND FALL PROTECTION:

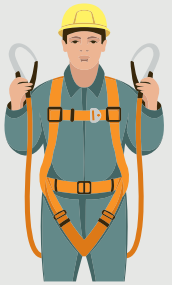
Safe access shall be provided to all work areas.

- Clear and safe access shall be identifies and arranged prior to the commencement of any activity or operation.
- Means of access constructed of metal (Ex: Aluminum Ladders) shall not be used for electrical work or where they might contact electrical conductors.
- When a structure has only one means of access between levels, that means shall be kept clear to permit free passage of employees. If work is performed in an area that restricts free passage, a second means of access shall be provided.
- Work place shall have at least two or more means of access, at least one means of access shall always be available for free passage of employees.
- Erection and dismantling procedures, including provisions for providing fall protection during the erection or dismantling when the erection or dismantling involves work at heights that expose the workers to falls of 6 ft (1.8 m) or more.
- Job-made means of access shall be designed to support, without failure, at least four times the maximum intended load.
- Means of access shall not be loaded beyond the maximum intended load for which they were designed or beyond their manufactured rated capacity.

HEALTH & SAFETY PLAN

The width of access ways shall be determined by the purpose for which they are built and shall be sufficient to provide safe passage for supplying materials and movement of personnel: except for ladders, in no case shall the width be less than 18 in (45.7 cm).

- Load-carrying timber members shall be a minimum of 1,500 lb-ft/in2 (10,342.1 KPA) (stress grade) construction grade lumber.
- Lumber shall be reasonably straight-grained and free of shakes, checks, and splits, cross grains, unsound knots or knots in groups, decay and growth characteristics, or any other condition that will decrease the strength of the material.
- Supporting members and foundations shall be of sufficient size and strength to safely distribute loading.
- Supporting members shall be placed on a firm, smooth foundation that will prevent lateral displacement.



Fall protection:

While working above 2 M of height adequate anchoring points and fall protection provisions shall be arranged. Adequately inspected full body harness shall be work and anchored to the rigid and independent anchorage point above the shoulder level.

If working beyond 10 M, rope grabs can be installed to a rigid and fixed source as a anchorage point. one rope grab and one rope is limited to one person only. Rope grab system is best advisable option for work in cradles and suspended work platforms.

For scaffolders, scaffold hook shall be used instead of anal hook.

Standard Guard rails and Hand rails:

- A standard guardrail shall consist of top rails, mid rails, and posts, and shall have a vertical height of 42 in +/- 3 in (106.6 cm +/- 7.6 cm) from the upper surface of the top rail to the floor, platform, runway, or ramp level.

HEALTH & SAFETY PLAN

Standard guardrail systems shall be provided with toe boards on all open sides/ends at locations where persons are required or permitted to pass or work under the elevated platform or where needed to prevent persons and material from falling from the elevated platform. Capable of withstanding, without failure, a force of at least 200 lb (60.9 kg) applied within 2 in (5 cm) of the top edge, in any outward or downward direction, at any point along the top edge.

- When the force described in a, above, is applied in a downward direction, the top edge of the guardrail shall not deflect more than 3 in (7.6 cm) nor to a height less than 39 in (99 cm) above then walking/working level.
- Midrails, screens, mesh, intermediate vertical members, solid panels, and equivalent structural members shall be capable of withstanding, without failure, a force of at least 150 lb (68 kg) applied in any downward or outward direction at any point along the midrail or other member.
- Toe boards shall withstand without failure a force of 50 lbs (23 kg) applied in any outward or downward direction at any point along the toe board.
- for wood railings:
  (1) Top rails shall be of at least 2-in x 4-in (5-cm x 10.1-cm) lumber,
  (2) Midrails shall be at least 1-in x 6-in (2.5-cm x 15.2-cm) lumber, and
  (3) Posts shall be at least 2-in x 4-in (5-cm x 10.1-cm) lumber spaced not to exceed 8 ft (2.4 m) on centers.
- for pipe railings:
  a) Top rails and midrails shall be at least 1.5 in (3.8 cm) nominal diameter (schedule 40 pipe), and
  b) Posts shall be at least 1.5 in (3.8 cm) nominal diameter (schedule 80 steel pipe) spaced not more than 8 ft (2.4 m) on centers.
- for structural steel railings:

a) Top rails and midrails shall be at least 2-in x 2-in x 3/8-in (5-cm x 5-cm x 0.9-cm) angles, and
b) Posts shall be at least 2-in x 2-in x 3/8-in (5-cm x 5-cm x 0.9-cm) angles spaced not more than 8 ft (2.4 m) on centers.

HEALTH & SAFETY PLAN

- Guardrail systems shall be so surfaced as to prevent injury to an employee from punctures or lacerations and to prevent snagging of clothing.
- Top rails and midrails.

  a) Midrails shall be halfway between the top rails and the floor, platform, runway, or ramp.
  b) The ends of the top rails and midrails shall not overhang the terminal posts except where such overhang does not create a projection hazard.
  c) Synthetic or natural fiber ropes shall not be used as top rails or midrails. Wire rope may be used as top rails or midrails if tension is maintained to provide not more than 3-in (7.6-cm) deflection, in any direction from the center line, under a 200-lb (90.7-kg) load, if support posts are located not more than 8 ft (2.4 m) apart, and if the wire rope is flagged at not more than 6 ft (1.8 m) intervals with high-visibility material.

- Toe boards

  Toe boards shall be 1-in x 4-in (2.5-cm x 10.1-cm) (minimum 4-in (10.1-cm) (nominal) vertically) lumber or the equivalent.
  - Toe boards shall be securely fastened in place and have not more than 1/4 in (0.6 cm) clearance above floor level. Where material is piled to such a height that a standard toe board does not provide protection, paneling or screening from floor to top rail or midrail shall be provided.
  - Guardrails receiving heavy stresses from employees trucking or handling materials shall be provided additional strength by using heavier stock, closer spacing of posts, bracing, or by other means.

HEALTH & SAFETY PLAN

- Handrails
  - A standard handrail shall be of construction similar to a standard guardrail except that it is mounted on a wall or partition and does not include a midrail.
  - Handrails shall have smooth surfaces along the top and both sides.
  - Handrails shall have an adequate handhold for anyone grasping it to avoid falling.
  - Ends of handrails shall be constructed so as not to constitute a projection hazard.
  - The height of handrails shall be not more than 34 in (86.3 cm) nor less than 30 in (76.2 cm) from upper surface of handrail to surface of tread, in line with face of riser or to surface of ramp
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- All handrails and railings shall be provided with a clearance of approximately 3 in (7.6 cm) between the handrail or railing and any other object.

3. SCAFFOLDS & LADDERS

- Scaffolds and their components shall meet the requirements contained in ANSI A10.8 and be capableof supporting without failure at least 4 times the maximum anticipated load.
- Scaffold system components that are subjected to a bending moment (such as outrigger beams with suspended scaffold and counterweights) shall be capable of providing a resisting moment of at least four times the tipping moment.
- Design.
  - The dimensions of the members and materials used in the construction of various working platforms or scaffolds shall conform to the resident engineering design.
  - Scaffolds shall be plumb and level.
  - Scaffolds (other than suspended scaffolds) shall bear on base plates upon mudsills or other adequate foundation.
  - Working levels of work platforms shall be fully planked or decked.

HEALTH & SAFETY PLAN

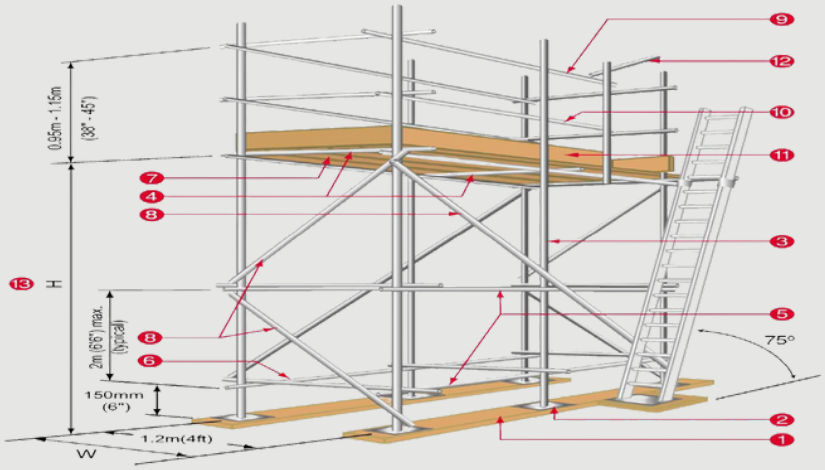
- Planking/ Boards
  - All planking of platforms shall be either overlapped (minimum 12 in (30.4 cm) or secured from movement.
  - Scaffold planks shall extend over their end supports not less than 6 in (15.2 cm) (unless the planking is manufactured with restraining hooks or equivalent means) nor more than 12 in (30.4 cm).
  - Planking on scaffolds shall extend from the toe board to not more than 14 in (35.5 cm) from the face of the building or structure unless standard guardrails are installed or personal fall protection systems are used. The maximum distance for outrigger scaffolds shall be 3 in (7.6 cm).
  - Planking shall be supported or braced to prevent excessive spring or deflection and secured and supported to prevent loosening, tipping, or displacement.
  - When a scaffold materially changes its direction, the platform planks shall be laid to prevent tipping.
  - The planks that meet the corner bearer at an angle shall be laid first, and extend over the diagonally placed bearer far enough to have a good safe bearing but not far enough to involve any danger from tipping, and
  - The planking running in the opposite direction at an angle shall be laid so as to extend over and rest on the first layer of planking.
  - Work platforms shall be securely fastened to the scaffold.
- Acess
  - An access ladder or equivalent safe access shall be provided (See the Following PIC).
  - Where a built-in ladder is part of a scaffold system, it shall conform to the requirements for ladders.
  - Climbing of braces shall be prohibited.
  - When the scaffold height exceeds four times the minimum scaffold base dimension (and including the width added by outriggers, if used), the scaffold shall be secured to the wall or structure.
  - The first vertical and horizontal tie shall be placed at this point.

HEALTH & SAFETY PLAN

- Vertical ties shall be repeated at intervals not greater than 26 ft (7.9 m) with the top tie placed no lower than four times the base dimension from the top of the scaffold.
- Horizontal ties shall be placed at each end and at intervals not greater than 30 ft (9.1 m).
- The use of brackets on scaffolds shall be prohibited unless the tipping effect is controlled.

Terms used in Scaffolding

1. Standard : Vertical member is known as standard.
2. Ledger : Horizontal member parallel to the wall.
3. Put Log : Transverse piece which is placed on the ledgers and supported on the wall at one end. It is at right angles to the wall.
4. Transom : Putlog supported on ledgers at their both ends.
5. Brace : Diagonal or cross piece fixed on the standards.
6. Guard Rail : Rail fixed like a ledger at the working level.
7. Bridle : Piece which is used to cover an opening in a wall and it provides support to one end of the putlog at the opening.
8. Toe Board : Board fixed parallel to ledgers and supported between the putlogs. It provides a protective measure on the working platform.
9. Out Rigger : Oblique support for additional safety



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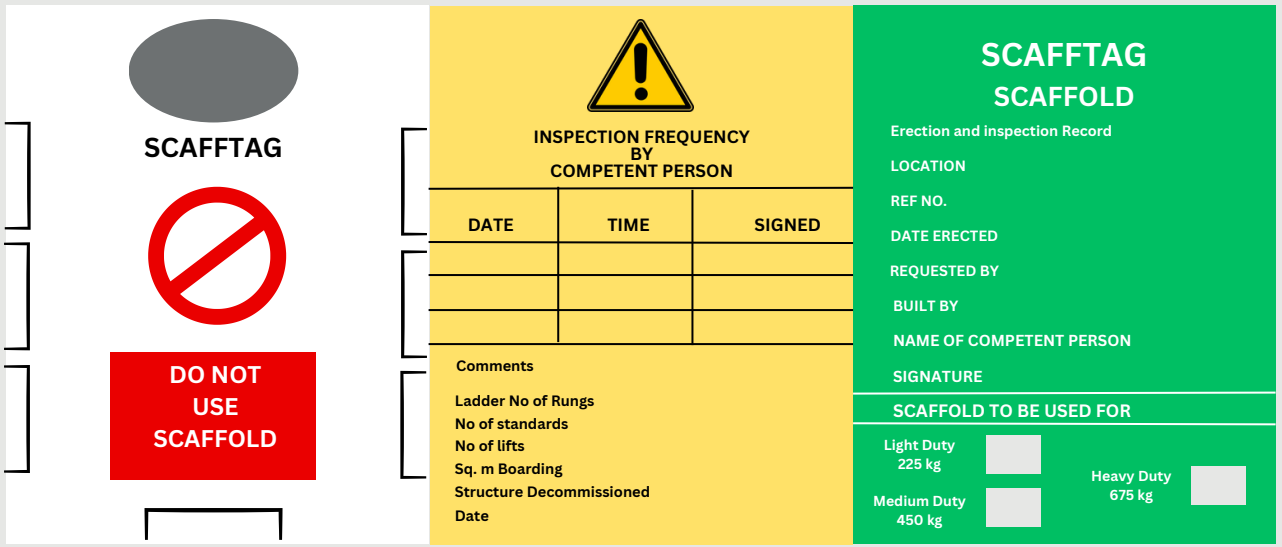
Inspection of Scaffolds

No scaffolds shall be used unless:

1. It has been inspected during the previous 7 days by a competent person.
2. It has been inspected after rough weather conditions (storms, heavy winds, etc.) likely to have affected its strength or stability or to have displaced any part.
3. The details of each inspection shall be recorded.

Scaffolding Tag (Sample).



HEALTH & SAFETY PLAN

4. ELECTRICAL

- All electrical work shall comply with applicable National Electrical Safety Code regulations. Prior to the start of any electrical work on the Shield International Construction site a permit to work certificate must be received and approved by Site in charge , Shield International Construction safety officer and concern area authorities(if required).
- Electrical work shall be performed by qualified personnel with verifiable credentials who are familiar with applicable code requirements.
- Before work is begun, the person in charge shall ascertain by inquiry, by direct observation, or by instruments, whether any part of an electric power circuit (exposed or concealed) is located such that the performance of work could bring any person, tool, or machine into physical or electrical contact with it.
- Whenever possible, all equipment and circuits to be worked on shall be de-energized before work is started and personnel protected by clearance procedures, lockout/tag out, and grounding on each machine operated by electric motors, positive means shall be provided for rendering such controls or devices inoperative while repairs or adjustments are being made to the machines they control.
- Live parts of wiring or equipment shall be guarded to protect all persons or objects from harm.
- Transformer banks and high voltage equipment shall be protected from unauthorized access; entrances not under constant observation shall be kept locked; metallic enclosures shall be grounded; and signs warning of high voltage and prohibiting unauthorized entrance shall be posted at entrances.
- Enclosure gates or doors shall swing outward or provide clearance from installed equipment.
- For construction sites, all flexible cords shall be inspected by the user of the cord at least daily.
- Flexible cord sets used on construction sites or in damp locations shall contain the number of conductors required for the service plus an equipment ground wire. The cords shall be hard usage or extra hard usage as specified in the NEC.

HEALTH & SAFETY PLAN

- Electric wire and flexible cord passing through work areas shall be protected from damage (including that caused by foot traffic, vehicles, sharp corners, protections, and pinching). Flexible cords and cables passing through holes shall be protected by bushings or fittings.
- Flexible cord shall be used only in continuous lengths without splice or tap, except hard service flexible cords No. 12 or larger with molded or vulcanized splices may be used if the splices are made by a qualified electrician, the insulation is equal to the cable being spliced, and wire connections are soldered.
- Extension cords or cables shall not be secured with staples, hung from nails, or suspended by bare wire.
- When it is necessary to work on energized lines or equipment, rubber gloves and other protective equipment or hotline tools meeting the provisions of ANSI /EN/BS. For work on energized equipment only tools insulated for the voltage shall be used.
- Switch boxes, receptacle boxes, metal cabinets, enclosures around equipment, and temporary power lines shall be marked to indicate the maximum operating voltage.
- In the frames of equipment having exposed live parts so that the operator or persons in the vicinity cannot touch such parts unless standing on the mats, platforms, or insulated floors.
- All circuits shall be protected against overload.
- Over current protection shall be based on the current-carrying capacity of the conductors supplied and the power load being used.
- No over current device shall be placed in any permanently grounded conductor except where the over current device simultaneously opens all conductors of the circuit or where the device is required by
- NEC 430 for motor overload protection.
- Over current protection devices must be readily accessible, clearly labeled, not exposed to physical damage, not placed in the vicinity of easily ignitable materials, and located or shielded such that their operation will not expose employees to injury due to arching or the sudden movement of parts.
- Circuit breakers shall clearly indicate whether they are in the open (de-energized) or closed (energized) position.

HEALTH & SAFETY PLAN

- Enclosures containing over current protective devices shall be provided with lockable, close-fitting doors. At least 36 in (91.4 cm) of clearance must be maintained around all sides of the enclosure. On vessels or floating plant where the 36 in (91.4 cm) clearance is not feasible, sufficient clearance for fully opening the door and/or servicing the electrical enclosure shall be maintained.
- Disconnecting means shall be located or shielded so that persons will not be injured when the disconnect is operated.
- Enclosures for disconnecting means shall be securely fastened to the surface and fitted with covers.
- A readily accessible, manually-operated switch shall be provided for each incoming service or supply circuit.
- Switches shall be of the externally operable type mounted in an enclosure listed for the intended use and installed to minimize the danger of accidental operation.
- Switches, fuses, and automatic circuit breakers shall be marked, labeled, or arranged for ready identification of the circuits or equipment that they supply.
- Switches, circuit breakers, fuse panels, and motor controllers located out-of-doors or in wet locations shall be in a weatherproof enclosure or cabinet.
- All electrical circuits shall be grounded in accordance with the NEC unless otherwise noted in this manual.
- A ground shall be provided for non-current carrying metallic parts of such equipment as generators (if not exempted by NEC 250.34), electrically powered arc welders, switches, motor controller cases, fuse boxes, distribution cabinets, frames, non-current carrying rails used for travel and motors of electrically operated cranes, electric elevators, metal frames of non-electric elevators to which electric conductors are attached, other electric equipment, and metal enclosures around electric equipment.
- Portable Generators. The frame of portable generators shall not be required to be grounded and shall be permitted to serve as the grounding electrode for a system supplied by the generator.

HEALTH & SAFETY PLAN

5. FIRE PREVENTION AND FIRE CONTROL

A. Fire Prevention:

- A fire prevention plan shall be written for the Shield International Construction project site. It shall include a list of the major workplace fire hazards; potential ignition sources; the types of fire suppression equipment or systems appropriate to the control of fire; assignments of responsibilities for maintaining the equipment and systems; personnel responsible for controlling the fuel source hazards; and housekeeping procedures, including the removal of waste materials. It shall be used to brief employees and emergency first responders on the fire hazards, the materials and processes to which they are exposed, and the emergency evacuation procedures.
- The site HSE officer shall survey all activities and determine which require a hot work permit.
- Fires and open flame devices shall not be left unattended.
- All sources of ignition shall be prohibited within 50 ft (15.2 m) of operations with a potential fire hazard. The area shall be conspicuously and legibly posted “NO SMOKING, and OR OPEN FLAME.”
- Smoking shall be prohibited in all areas where flammable, combustible, or oxidizing materials are stored. “NO SMOKING, OPEN FLAME” signs will be posted in all prohibited areas.
- Areas where there is danger of underground fire shall not be used for the storage of flammable or combustible materials.
- A good housekeeping program that provides for the prompt removal and disposal of accumulations of combustible scrap and debris shall be implemented on the site.
- Fire fighting equipment shall be provided and installed in accordance with applicable local Country regulations.
- No fire protection equipment or device shall be made inoperative or used for other purposes, unless specifically approved by the HSE manager.

HEALTH & SAFETY PLAN

B. Fire Control arrangements:

- The project Management shall be prepared and do the necessary arrangements to control the fires and handle the fire Incidents.
- Site HSE officer shall be responsible and advise the Site Manager and project Manger for arrangement of suitable and sufficient quantity of fire fighting equipment Ex: Fire Extinguishers, fire fighting water drums/cans, fire buckets in fire prone zones all around the site.
- Appropriate quantity and shall be evaluated and fire points to be planned and to be identified in the site emergency layout.
- A fire extinguisher shall be provided for each 30.ft. Ensure the travel distance between the extinguishers shall not exceed 30 Feet.
- All site operatives shall be trained and awareness to be created. The responsibility lies with site HSE officer.

Ex:
P- Pull the Pin
A- Aim at the base of fire
S- Squeeze the nozzle
S- at the fire

6. HAZARD MANAGEMENT

1. Hazard Identification
2. Job Safety Analysis
3. Hazard Ranking
4. Adopting Engineering control to eliminate hazard at Source.
5. Physical Monitoring of Critical Activities


CAUTIONS
RECHARGE IMMEDIATELY
AFTER ANY USE

HEALTH & SAFETY PLAN

6. HAZARD MANAGEMENT

All employees working at site will be issued with the PPE and it shall confirm to the following standards –

PPE	USER	STANDARDS
Safety Helmet (Head Protection)	All Persons	BS EN 13087 , 397
Safety Goggles (Eye Protection)	All Persons	BS EN 166, 175
Safety Shoes (Foot Protection)	All Persons	BS EN 345, 346
Gloves (Hand Protection)	Need basis	Task Specific
Fluorescent Visible Jacket	All Persons	As Available in the Market

HEALTH & SAFETY PLAN

PPE	USER	STANDARDS
Ear Plug (Hearing Protection)	Need basis	BS EN 352
Desert Cap (Face Protection)	All Persons	BS EN 679 , 1541 (Task Specific)
Safety Shoes (Foot Protection)	All Persons	BS EN 345, 346
Full body Harness (Fall Protection)	Need base (Working at height)	BS EN 354, 360, 361,362, 365
Coverall (Body Protection)	All Persons	BS 340, 351

HEALTH & SAFETY PLAN

8. TRAINING

1. Induction Training to all Workers on arrival at site.
2. Refresher Training to all workers.
3. Induction Training to all Executives/Officers.
4. Refresher Training to all Executives.
5. Training on the selection and Proper Use of Personnel Protective Equipment.
6. Tool box Talk on daily basis.
7. Defensive Driving Training to all the Drivers working at site.
8. Training on Heat Stress Prevention
9. Training on Emergency Response and mitigation
10. Job Specific Training related to Construction activities.
11. Specialized need base Training for
    a. First Aid
    b. Banks Man and
    c. Riggers
    d. Basic Fire Fighting

HEALTH & SAFETY PLAN

9. SAFETY INSPECTIONS:

Sr. No.	USER	STANDARDS
1	Preliminary Incident Report	Need base
2	Near Miss Report	Need base
3	Monthly Report – Site	Monthly
4	D.G. Set Inspection	Once in a 15 Days
5	Gas Cutting Set	Once in a 15 Days
6	First Aid Box	Once in a 15 Days

HEALTH & SAFETY PLAN

Sr. No.	USER	STANDARDS
7	Fire Extinguisher Inspection Check list	Once in a 15 Days
8	Welding set Inspection checklist	Once in a 15 Days
9	Illumination Survey Report	Once in a 15 Days
10	Pantry Inspection	Weekly
11	Rest Room Check List	Weekly
12	Toilet Checking Report	Weekly
13	Scaffolding Inspection Checklist	Need base

HEALTH & SAFETY PLAN

Sr. No.	USER	STANDARDS
14	Health, Safety and Environment Induction	Need base
15	Tool Box Talk	Daily
16	Ladder Inspection	Weekly
17	Air Compressor Inspection Checklist	Once in a 15 Daysa
18	Portable Concrete Miller Checklist	Need base
19	Site Safety Violation	Need base
20	Earth Moving Equipment Checklist	Once in a 15 Days

HEALTH & SAFETY PLAN

Sr. No.	USER	STANDARDS
21	Light mast Inspection Report	Once in a 15 Days
22	Vehicle Inspection Report	Once in a 15 Days
23	Lifting Plan	Need base
24	Full Body Harness Inspection	Once in a 15 Days
25	Checklist for Electrical Equipment Installation	Once in a 15 Days
26	Monthly Report –Contractor	Monthly

HEALTH & SAFETY PLAN

10. TRAFFIC SAFETY

1. All drivers deployed for driving the company vehicles possessing the Valid Driving License.
2. All Drivers shall be provided with the visibility vest while driving at site.
3. Co-passenger seating at the front is required to wear fasten the seat belt.
4. It is compulsory on the part of vehicle Driver to follow the Speed limit assigned in the area.
5. All vehicles are kept maintained in good working conditions.
6. The provision of head lamps, Horn, Brake is compulsory for Passenger as well Plant vehicles.
7. Designated Parking area shall be provided at the work site to park the vehicles.
8. All the vehicles are provided with the Fire extinguishers.
9. Driving during the night shall be restricted to the extent possible.
10. Carrying the passengers in plant vehicle is strictly prohibited.
11. Passenger vehicle will carry the passengers with its designated capacity.
12. Plant Vehicles shall not be used other than its intended purpose.
13. Passenger / Plant Vehicles shall be provided with the arrangement of revolving lights when travelling at work site.

11. TRAFFIC SAFETY

Medical Treatment cases are the cases in which the individual reporting the illness after reporting on duty. Work injury cases are classified as First Aid Cases, Non-Loss Time Accident and Loss Time Accidents. Work injury cases shall be reported to the Shield International Construction HSE Department; in turn HSE department will report the Non-Loss Time and Loss Time accident cases to the client department with Preliminary incident investigation report as per the given format. All work injuries will be reported to the Site HSE Department, Site HSE Department immediately informed telephonically inform to the Client HSE Department and submit the preliminary incident report with in Twenty four hours from the time of incident to the Client HSE Department and detail investigation report shall submit to the Client HSE Department with in a week time.

HEALTH & SAFETY PLAN

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All Work injury reports causing Loss Time Accident shall be investigated jointly by the committee consists of HSE department, Civil and the Expert nominated by the Top Management from other site. The committee will go in details of the incident and shall submit its report on the happening of the incidents with the recommended measures to prevent the reoccurrence of the incident. Implementation of the recommendation is the responsibility of the respective department, HSE Department will keep track and follow up for the implementation of the recommendations made by the committee from time to time.

12. SAFETY MEETINGS

The Safety Committee shall be constituted on site basis to address the safety issues; The Project Manager will preside over the meeting and gives the ruling. Safety Officer will facilitate and ensure that the proceedings of the meeting shall takes place. All the points raise up during the Inspections, Training feedback, Tool box talk, Monthly review and Clients Meeting shall be discussed in detail in the meeting and appropriate decisions shall be taken. The HSE Officer / Nominee of the Management is responsible to attend the Clients Meeting to review or co-ordination.

The Site Safety Review Meeting shall be conducted on Monthly basis at Site Office. Meeting will be chaired by Project Manager. The Site Specific issues which need the top management attention will be discussed in the forum. All other Company safety related issues / directives from the Top Management passed to the site for its immediate implementation to improve the site safety performance.

HEALTH & SAFETY PLAN

13. MONTHLY REPORT

Site HSE department will generate the Monthly Safety Performance Report with respect to the Client requirement and Site Management shall submit this report to the Client office.

14. SUB CONTRACTORS' SAFETY MANAGEMENT

It is mandatory on the part of Sub contractors deployed by Shield International Construction to follow the guidelines of Shield International Construction and its Principal employer in addition to their own Safety Management System while working at site. However following guidelines issued for the Contractors –

- The contractor awarded with the job contract or Service Contract is abide to follow the Safety Management system of Shield International Construction and Its Principal employer(s), Laws governing the operation of territory and advised received from HSE department of Shield International Construction from time to time.
- Before deployment of workers at site, Contractor or Service Provider should identify the job hazards and submit the risk analysis with its preventive action and competencies mapping of the persons who are suppose to perform the given job.
- Maintaining the Safety of Personnel and Equipment deployed at site by the contractor is the responsibility of the Contractor agency or Service Provider.
- Maintaining the Safe working at site is the responsibility of the Contract agency or Service Provider.
- It is mandatory on the Contract agency or Service Provider to deploy all the working machineries, equipments, appliances, tools, tackles & loose gears in good working condition provided with the in built safety features duly certified by third party certification.
- It is mandatory on the Contract agency or Service Provider to maintain the Good house keeping at site.
- Contractor is liable for the penalties if found operating the defective machineries, equipments, appliances, tools, tackles & loose gears.
- Contract agency or Service Provider will supply the personnel protective equipment to the workers deployed at site under intimation to the Shield International Construction HSE department.
- Any Electrical connection required for the job at site, Shield International Construction Electrical In-Charge at Site is authorized to provide the Electrical connection.
- The movement of contract agency or Service Provider other than the work site is strictly prohibited.

HEALTH & SAFETY PLAN

15. LEGAL COMPLIANCE

Implement guidelines received from Client HSE Department

16. SAFETY MOTIVATIONAL ACTIVITIES

1. Observance of World Safety Day at our Project Site.
2. Organizing Various Safety Competitions
3. Good Housekeeping Trophy

17. PENALTY

1. Any individual found doing the unsafe act with or without intention will be warned and penalized suitably.
2. If the same person is likely to repeat the mistakes frequently may attract the suspension of his services from the particular site.

18. SIGNAGES

1. We are committed to display the adequate signage's at site.
2. All Warning and Cautionary signs near the equipment and Machinery shall be displayed prominently.
3. Signage shall cover the all-prominent topic related to the site.

19. LIFTING TOOLS AND TACKLES

All lifting tools, tackles and loose gears are subject to periodic inspection of the frequency on Quarterly basis and it shall be identified with the colour code as per the guide lines issued from the Client HSE Department.

HEALTH & SAFETY PLAN

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Implement guidelines received from Client HSE Department

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HEALTH & SAFETY PLAN

20. WORK PERMIT

Project Site operated shall comply with the permit to work procedure as per the guide lines of Client HSE Department. The work permit format issued by Client HSE Department will be followed for taking the

21. RISK ASSESSMENT AND JOB SAFETY ANALYSIS:

All activities needs to be executed during the project will be planned in advance and proper risk assessment in the format suggested by Client HSE Department shall be carried out and to implement the same. Job Safety Analysis with Management control plan to be worked out as per guidelines of Client HSE Department for effective implementation.

HEALTH & SAFETY PLAN

EMERGENCY RESPONSES

To tackle the any unforeseen situation arises at site, the Training on Basic Fire Fighting shall be imparted during induction Training Program. The Core Fire Fighting Team will be identified and displayed at HSE department room so that their services can be opted in case of real emergency. To protect the installation at the site it is being ensured that adequate no. of Fire extinguishers have been arranged at site. To identify the emergency following arrangement shall be made at Site HSE Department.

1. List of Key Personnel
2. List of First Aid Box
3. Installation of Portable Fire Extinguishers
4. Barrels for Water Storage at Site
5. Wireless Communication
6. Wind Indicator
7. Blinkers
8. Emergency Lighting
9. Siren / Gong Bell
10. Public Address System
11. Assembly Points

HEALTH & SAFETY PLAN

EMERGENCY CONTACT NUMBERS

Sr. No.	Agency	Contact No.
1	Civil Defense (Ambulance / Fire / Police)	999 / 118
2	Civil Defense	44413666
3	Hamad Hospital	44393507 / 44392222
4	Al Rafa Medical	44440499
5	Rumeila Medical	44397032
6	Appolo Hospital	44418441
7	Metrological Department	44557190
8	Rescue Services	44682888

HEALTH & SAFETY PLAN

PROJECT RELATED EMERGENCIES

Following type of emergencies envisage during the execution of the Project

1. Accident
2. Fire
3. Gas Leakage
4. Electrical Shock
5. Structural Collapse

On detecting the any type of emergency following actions to be taken –

1. HSE department will organize the regular mock drills on monthly basis at site to get acquainted with the emergencies likely to be arises.
2. First responder will inform to his immediate supervisor and HSE department.
3. HSE department will inform to the Client HSE Department, Project Manager, and Other Key Personnel.
4. HSE department will mobiles the available resources at site and deploy the resources to control the emergency at First stage.
5. On arrival of Civil defense response team at site HSE department will guide them to the incident site and facilitate the emergency response operation.
6. Project Manager will stop all the works being carried out in the area and mobilize the manpower at assembly point.
7. On mitigating the emergency civil defense emergency response team will declare the all clear situation at site.
8. On getting the clearance from Civil defense emergency response team and Client HSE Department, Project manager will restore the site activity.

HEALTH & SAFETY PLAN

ROLES & RESPONSIBILITIES

HSE is a Line Management responsibility. The HSE responsibilities of Shield International Construction management will includes –

Project Manager

- Ensure that the HSE Plan is implemented.
- Ensure that the safe working conditions at site shall be maintained and provided to the workers to accomplish the given task safely.
- Ensure that the responsibilities, accountabilities and authorities of individuals are documented and communicated to all employees.
- Providing adequate HSE resources.
- Ensuring Training Matrix is adhered.
- Maintaining visible management commitment by participation in meetings, audits and the investigations of incidents.
- Participate in the regular inspection conducted by HSE Department of Shield International Construction & Clients.
- Ensure the good housekeeping of over all project site.

MANAGER - HSE:

- Preparation of HSE Plan, Procedures and other document related to HSE.
- Actively promoting HSE in the work place.
- Monitoring and conducting regular HSE Inspections / Audits.
- Ensuring plant facilities and equipment comply with project standards and client Guidelines.
- Implementation of Site HSE Plan and Procedure.
- Monitoring the daily tool box talk and pre job briefing is conducted by each working group.
- Ensuring HSE Training Matrix is followed.
- Ensuring Subcontractors comply with HSE Requirements.
- Monitoring and inspecting the issue of personal protective equipment to employees.

HEALTH & SAFETY PLAN

- Monitoring safety of equipment and tools used by the employees.
- HSE management involves putting system in place to prevent or reduce hazards in the first place.
- Disseminate all lesson learned from past incidents happened in site or any other project of Shield International Construction through HSE Meetings or any other means of communication.

HSE OFFICER

- Advise and update to Project Manager / Section Manager on HSE related issues.
- Maintain the storage and retrieval of information from HSE Training database.
- Collation of HSE data and supply of HSE performance statistics.
- Ensure that daily tool box talk delivered at site and maintain the record concern therewith.
- Conduct regular inspection of sites and camps.
- He will ensure that the PPEs are issued and being used by all employees.
- He will closely co-ordinate with the HSE Department of Client for implementing their guidelines.
- He will be responsible for implementing the Safety Management directives received from the Corporate Office.
- He will conduct the regular mock drill at site.
- Monitoring waste disposal system and implementation.
- Identify the hazards associated with the job involve and carry out the risk assessment.
- Suggest the feasible remedial measures to reduce the risk associated with the job involved.

HEALTH & SAFETY PLAN

FIRST AIDER

- Responsible for reporting all injuries, ill health and keeping update records.
- Administer First Aid and stabilized a more seriously injured patients until the patient shifted to the Medical Center.
- Arrange for proper medical attention for employees injured on the job.
- Actively Participate in emergency drill.

OFFICER (HR/ADMIN)

- Maintaining the security at site.
- He will ensure that the Transport facility is available at site for all the time to meet with any eventuality.
- He is responsible for maintaining the attendance of the all the work force reporting at siteon day to day basis.
- He is responsible for catering the needs of drinking water and maintains urinals in good hygienic condition.
- He is responsible for the periodical sewage disposal from the site.
- He is responsible for the overall housekeeping of all office premises.
- Co-ordinate for the induction Training with the clients.
- Co-ordinate for the Security gate passes for all workers and staff members.

PLANT & MACHINERY ENGINEER:

- Ensure that the HSE Plan is implemented.
- Ensuring Training Matrix is adhered.
- Ensuring subcontractors comply with HSE requirements for equipment use.
- Actively participating in the promotion of HSE in the work place.
- Ensure that works under their supervision are carried out safely all the time.
- Ensure that staff are provided with and use correct personal protective equipment.

HEALTH & SAFETY PLAN

- Ensuring that all Plant Machineries and Equipments arrived at sites are in good working condition and safe to use and obtained third party certification for their use.
- Ensure that only authorized persons are allowed to perform the designated jobs.
- Arranging periodic examinations, inspections and testing of lifting equipment in accordance with the project requirements.
- Ensure that all maintenance and repair work is carried out as per the manufacturers and statutory requirements.
- Ensure that plant equipment and machinery having notified defects are taken out of service until the defects are get rectified.
- Ensure that any hired equipment / appliances are in safe condition prior to their acceptance for use.
- Ensure that maintenance were carried out without endangering or creating environmental hazards such disposal of waste oil and other environmental issues.
- Ensure the safe working condition during the maintenance of plant equipment / machineries.

SUPERVISOR / FOREMAN:

- Ensure that their course of action is in line with the project HSE plan.
- Conduct daily tool box talk and Pre job briefing.
- Actively participate in the HSE related activities.
- Ensure the compliance of HSE observations brought to their notice by HSE Department.
- Ensure the compliance for the use of PPE working under them.
- Ensure that works under their supervision are carried out safely at all times.
- Ensure that staffs are provided with and use correct personal protective equipment.
- Stopping and correcting any observed unsafe acts.
- Monitoring safety of tools and equipment used by employees.
- Assess the risk potential in the job involved and take the appropriate remedial measure to reduce the risk at acceptable level.
- Reporting of all incidents to HSE department.
- Ensuring that the Permit to work requirements are followed.

HEALTH & SAFETY PLAN

ALL EMPLOYEES

- All employees among the organization is empowered to get the HSE information and to participate actively in the HSE Management Program.
- Ensure the Safety for self and Safety to co-employees while working at site.
- Report unsafe act / unsafe condition.
- Maintain good housekeeping at work site.
- Responsible to maintain the safe working condition at site during the execution of job.
- Responsible to follow the general guidelines issued by the Management related to HSE.

Enclosed: HSE Checklists and Formats.

SHIELD INTERNATIONAL
CONSTRUCTION

HEALTH & SAFETY PLAN

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