

BPAMR Combined Cycle Cogeneration Plant Project

DATE: 29th Oct 2020

SUPPLEMENTARY COMMUNICATION SHEET for

TITLE OF DOCUMENT	HSE Control Procedure		
PROJECT CONTROL No	BPAMR-B-T-PR-0001	REV	1
DOCUMENT No	LFPINS-XBPAP-00001	REV	1

First Issue (REV 0) of this document is prepared based on BPLC1R document, (BPLC1R-B-T-PR-0001 Rev.2, status "I"). The different points from BPLC1R's documents (except for KKS Numbers) are as listed below and highlighted yellow (or cloud) in the document.

No.	Rev.	CUSTOMER COMMENTS	REPLIES AND EXPLANATIONS
1	-	N/A	Project Name is changed.
	0		
2	-	N/A	Item 21 Environment WASTE MANAGEMENT PLAN OF BPLC1R Changed Disposal Agency
	0		
3	-	N/A	Attachment 2 Site Organization chart Revised.
	0		
4	0	BPAMR: (3-WSH) All electrical tool shall be inspected by qualified person before using and connecting to power source through an earth leak breaker	Noted. Added this sentence.
	1		
5	0	BPAMR: (3-RRJ) Automated external defibrillator, AED shall be provided	Noted. Added this sentence.
	1		
6	0	BPAMR : (3-RRJ) Dimond sign shall be posted at storage area	Noted. Added this sentence.
	1		
7	0	BPAMR : (3-RRJ) 1] SDS shall be posted and or kept in First Aid area 2] Safety shower and eye wash to be provided	Noted. Added this sentence.
	1		



APPROVED Approved without exception	A ✓
APPROVED WITH COMMENTS Approved Subject to Incorporation of comments	AC
RETURNED FOR CORRECTION Insufficient information/ Detail Resubmit for Approval	R
REJECTED Completed redesign required	X
ACCEPTED FOR INFORMATION Returned without comments	I
ACCEPTED WITH COMMENTS Accepted Subject to Incorporation of comments	IC
Note: Approval or comments does not relieve the Contractor of any obligations covered under contract	
Deemed as "R" – For Information Document submittal status changed	DR
Deemed as "A" – For Approval Document submittal status changed	DA



Engineer: Thomas Vernon ([WWP/Site Manager](#))

Discipline: Owner's Engineer

Date: 06 Nov 2020

FOR INFORMATION

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TPSC (Thailand) Co., Ltd.

OWNER		 B. Grimm Power (AIE-MTP) Limited			
PROJECT		BPAMR Combined Cycle Cogeneration Plant Project			
CONTRACTOR		TPSC (Thailand) Co., Ltd.			
TITLE		HSE Control Procedure			
PROJECT CONTROL NO.		BPAMR-B-T-PR-0001		REV. 1	
APPROVED:	R. Fukushi	JOB NO. LA1900590	SCALE NONE	DATE 2 Oct 2020	
CHECKED:	Kittisak				
DESIGNED:	Niwat				
DRAWING NO.				REV.	
LFPINS-XBPAR-00001				1	
					

REV	DATE	ISSUE PURPOSE	APPROVED	CHECKED	DESIGNED
1	29 Oct 2020	Revised as per comment	R. Fukushi	Kittisak	Niwat
0	2 Oct 2020	Fist Issue	R. Fukushi	Kittisak	Niwat

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1. PURPOSE

This document is prepared by Contractor to provide Health, Safety and Environmental Management System for the purpose to protect the health and safety of site personnel from potential hazards associated to the Work, and to control environmental pollution and hazard impacts associated to the Work and is supplemented by the Site Safety Manual attached herein [Attachment-1] and which Manual shall be amended as and when necessary to cover the safety needs of the particular site. In addition specific safety requirements for a site activity shall be prepared for and be effected by preparation of a JSA (Job Safety Analysis) to be included in individual method statements and the requirements therein put in place prior to execution of the activity.

2. SCOPE

The requirements of this document are applicable to all Contractors, Subcontractors and their employees.
Contractor conforms to relevant local authority's laws and regulations on Health, Safety and Environment.

3. TERMINOLOGY AND DEFINITIONS

The terminologies used in this document have the following meanings unless indicated otherwise.

TERM	MEANING
a) Owner	: B.Grimm Power (AIE-MTP) Limited
b) Contractor	: TPSC (Thailand) Co., Ltd.
c) Site Supervisor	: Nominated Site Supervisor / Site Representative.
d) Subcontractor	: Nominated and approved company authorized to carry out specified works at site.
e) HSE	: Health, Safety and Environment
f) Safe	: A situation is categorized as safe if its risks are known and judged to be acceptable.
g) PPE	: Personal Protective Equipment: The safety gears and apparel which was issued and used by all personnel to protect from possible and known risks in the work.

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TERM	MEANING
h) Lost Time Incident (LTI)	: Lost Time Incident (LTI) Serious injury or illness that causes employees to take one day off from work, not including the day of the accident, weekends or other holidays etc. The accident to death and the injuries to permanent disability are also considered as a lost time incident.
i) Medical Treatment Accident	: Medical Treatment Accident. (MTA) The injured person requires treatment or observation at a hospital or clinic off Site and is able to return to work. In case of being not able to return to work within the date that the incident occurs, the incident will be considered as LTI.
j) First Aid Case	: First Aid Case (FAC) Minor injury that is treated at Site by First Aid or in the Site Treatment Room and does not cause an absence of the person.
k) Restricted Work Case	: Restricted Work Case (RWC) In the case of an LTI, or MTI the person returns to work but has to undertake restricted duties as a result of the accident then the case will be recorded as a RWC in addition to the already recorded LTI or MTI classification.
l) Dangerous Occurrence	: Dangerous Occurrence An incident which could have caused injury to personnel or caused or could have caused damage to plant/equipment and which must be investigated to prevent repeat occurrences.
m) Environmental Incident	: Environmental Incident An incident that caused an Environmental impact or could have caused an environmental impact and which must be investigated to prevent repeat occurrences.
n) Safety Incident	: Safety Incident An unplanned event that did not result in injury, and the incident was not serious enough to classify as a 'Dangerous Occurrence'
o) Violation Record	: Violation Record. Recording of a safety violation by a person about which the person is warned or otherwise disciplined with the violation being recorded on the record of the person.

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4. HSE MANAGEMENT

4.1 ORGANIZATION AND RESPONSIBILITY

4.1.1 SITE HSE CONTROL ORGANIZATION CHART(Attachment-2)

Contractor ensures an effective HSE control organization exists on site and it is monitored and implemented by the Site Manager. The overall coordination and implementation of the HSE policy and the HSE system on site are through this HSE manual and regulations for the Work.

The Site Organization Chart shows hierarchy and interrelationship of key personnel involved in HSE activities.

4.1.2 DUTIES AND RESPONSIBILITY

Site Manager

The Site Manager has responsibility for the overall HSE aspects of the Work on site. The Site Manager ensures compliance with all local acts and legislation requirements.

Site Safety Officer

The Site Safety Officer has responsibility for the implementation, maintenance and monitoring of the HSE manual and procedures on site. The Site Safety Officer reports to the Site Manager in respect of all HSE matters. This includes arranging all necessary induction and Tool Box Meetings and reviewing all method statements to ensure that they comply with the HSE manual requirements. In addition the Site Safety Officer monitors all site activities and reports any HSE events immediately to the Site Manager who will determine the appropriate action to be taken, in conjunction with the representatives of the Customer. The Site Safety Officer acts as an Advisor to the Site Manager and the Site Supervisors.

The Site Safety Officer shall submit Weekly EHS data to Owner.

A Safety Officer will be on site at all times work is ongoing and the number of Safety Officer's will meet the requirements of Thai Labour Law.

Site Supervisors

The Site Supervisors checks workers under their supervision to adhere to safe working system. The Site Supervisors analyse the job safety and carries out 'Tool Box Meeting' to their respective workers before starting work. The Site Supervisors reports to the Site Safety Officer any unsafe acts and conditions.

The Site Supervisors provide suggestions to the Site Safety Officer in order to improve the working environment and this will include reference to Safety Supervisors (Certified) and how many there will be in relation to the manpower number..

Site Supervisors will immediately stop unsafe work and report the incident to the Site Safety Officer for follow-up action as well as taking up the matter with the Subcontractors concerned.

Subcontractors

All Subcontractors and their employees have a duty to care for their own Health and Safety and that of persons who may be affected by their acts or omissions at the work. The Contractor's Site Supervisor closely monitors the Subcontractor's Supervisors. Employees are also required to comply with their obligations under safety and environmental considerations and this HSE manual.

Each employee is required to attend the Site Safety Induction carried out by TPSC prior to starting on site. Records of Site Inductions will be maintained by TPSC. The TPSC induction will be in addition to Subcontractors own Inductions.

All Subcontractors on site are required to demonstrate their commitment to this Health, Safety and Environment manual.

Each Subcontractor assists to the Contractor's Site Safety Officer in accident investigation.

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The Subcontractor's Safety Officers shall be closely monitored by the Contractor's Site Safety Officer.

Employees

All Contractor's and its Subcontractors' employees are responsible for compliance with the safety regulations. Employees should report any unsafe acts and conditions and co-operate at all times to prevent accidents. Employees are also responsible to wear the personal protective equipment as issued to them, and not misuse tools and equipment.

4.2 RESOURCE MANAGEMENT

4.2.1 MANPOWER CONTROL and COMPETENCE

Contractor and its Subcontractor to ensure to provide their employees with the knowledge and skills required for implementing effective safety, health and loss control programs and to achieve, safety, quality and efficiency through employee training and development.

The Site Safety Officer ensures all new recruits / personnel arriving on site are given Induction Training to be conducted by the Site Safety Officer as applicable. The Site Safety Officer maintains a record of such training on an individual basis.

Periodic safety training is given by the Site Safety Officer on safe working practices and related topics and also on special safety requirements with respect to any specific potentially hazardous activity to be performed; e.g. painting within a confined space, etc. Contractor and its Subcontractors shall ensure compliance with Thai Labour Law in that no underage persons are engaged to work at site or allowed to enter the site.

4.2.2 SITE ESTABLISHMENT / WELFARE

Facilities:

Owner / Contractor / Subcontractors office, storage and amenities are housed within a designated area on site. These facilities are maintained in a clean and tidy condition at all time.

Offices:

Contractor provides and establishes office accommodation in line with the Contract requirements.

Rest Facilities

Rest facilities are provided for persons at work to eat meals and boil water.

Provisions are made for persons to wash cups and eating utensils. All facilities are kept clean to suitable hygiene standard and all food waste and scraps removed promptly to prevent risk of rodent and insect infestation.

Cooking is not allowed on the Site.

Sanitary Conveniences:

Sanitary conveniences and washing facilities are provided for the personnel on site. The conveniences and rooms containing them are cleaned on a daily basis.

Drinking Water:

An adequate supply of drinking water (suitably identified as drinking water) to suit the quantity of personnel on site is made available at readily accessible and suitable places.

First Aid facilities:

First aid boxes and equipment are provided on site with suitable materials. On induction all personnel are made aware of the arrangements made in connection with the provision of first aid, including the location of the first aid station/clinic and equipment and the name/s of the trained personnel.

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A notice is posted at the site office with the names and telephone nos. of trained personnel from the Contractor and each Subcontractor on site, and location of the local hospital.

4.2.3 ACCESS, EGRESS AND WORK AREAS

Excavations are cordoned off using substantial and secured barriers and marked with red & white warning tape and cross over bridge with hand rails are placed over excavation to allow access to other work areas.

Safe access to and egress from work areas are identified, established and maintained at all times.

The Site Supervisor has responsibility for ensuring that the arrangements for access to and egress from the construction area are maintained in a safe manner.

Site Access (Attachment-3)

The Site Supervisor/Site Safety Officer has responsibility for ensuring that safe access is established and maintained. The suitability or otherwise of access to and from the site is reviewed on a regular basis with the representatives of the Owner and their comments acted upon as necessary.

Work areas are maintained in a condition, which minimizes any risk to health and safety. Good housekeeping is the responsibility of all persons working on site and is monitored on a daily basis by the Site Supervisors and the Site Safety Officers.

Speed limit

The maximum speed limit of 20km/hour is applied to the Site and is advised by signs at the site entrance and at regular points throughout the site. This limit may be reduced in specific circumstances and signage posted to reflect this.

Scaffold

All the fixed and mobile scaffolds will be erected, used and maintained to the highest standard and in accordance with Construction Regulations and Local Authority Laws and in accordance with the Scaffold Management Plan issued for the Site.

The Site Safety Officer will ensure Scaffold Registers are maintained and all requirements of the Scaffold Management Plan are followed.

Ladders

Only ladders of an approved type are used. They are inspected every 7 days by the Site Supervisor and the Site Safety Officer and details of the inspection are recorded and kept in the site safety file. Personnel should in general not work from ladders and ladders should be used for access only. In general safe working platforms should be provided for all work. In case ladders are to be worked from then the Site Safety Officer will need to conduct a risk assessment and give specific permission for the work.

Excavations & Removal of Trench Covers

Prior to the commencement of any excavation work, the position of all underground services are identified and listed. The work in the vicinity of the underground services, and the method of excavation, are subjected to the approval of the Site Manager. In case of any excavation being carried out outside of the Site boundary or in an area allocated for the Owners non-EPC works then the permission of the Owners Engineer will be required.

Ground support is provided as necessary and as required. Prior to commencing any excavations, the proposed works are reviewed jointly by the Site Supervisor and subcontractor's safety representative. The extent and depth of excavation, the nature of ground conditions and the anticipated ground water level are all considered. A method statement for major works is prepared by the subcontractor detailing the works, the anticipated ground conditions and the nature of any temporary support to be provided.

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The Site Manager and the Site Safety Officer will prior to commencing work approve the method statements and risk assessments.

Substantial secure barriers are erected around any holes or excavations with warning tape fitted and warning notices posted. Excavated areas are well illuminated and provided with warning lights for night time conditions.

Within the Site Boundary the OE will not approve Excavations. Any Excavations the Contractor does outside of the Site Boundary or in the designated areas of the Owners non EPC works will need an Excavation Permit.

4.2.4 VEHICLES, PLANT AND EQUIPMENT

Copies of documents such as –

- a. Driver/Operator Certificate of Training Competence
- b. 1) Crane Operators, 2) Crane Signaller, 3) Riggers and 4) Crane Supervisors as per Labour Law (2011)
- c. Test Certificate
- d. Current thorough-examination certificate for cranes and lifting machines, chains, ropes and lifting tackle are retained on site in relevant sections of the Site Safety File.

All vehicles, plant and equipment are inspected and examined and maintained in efficient working order and in good condition.

Any lifting equipment that is found to be defective or for which certification is expired is not used and is identified and quarantined in a locked area.

All Subcontractors provide a Method Statement for lifting operations and aren't allowed to commence the work until the Method Statement is approved by the Site Manager and the Site Safety Officer..

The Registers that will be maintained for Cranes and Lifting equipment and routine monthly inspection reports of Lifting equipment with colour coding will be made available to the Owners Engineer for review when required.

4.2.5 ELECTRICAL EQUIPMENT

All fixed and portable electrical appliances shall be suitable for the purpose for which they are used. Suitable Earth Leakage Circuit Breaker(s) (ELCB) are to be installed on all Distribution Boards. Any electrically powered hand tools used are to be plugged to adequately powered outlets that have earth fault interrupting circuit devices to protect personnel from electrocution. Connection by temporary means shall not be permitted. Regular inspections of the equipment is essential and to be carried out weekly by the Site Supervisor and the Site Safety Officer. Records of maintenance and results of tests are provided and retained in the Site Health & Safety File. The Site Supervisor monitors that all Subcontractors comply with monthly inspection of portable electrical equipment and colour coding in accordance with the Site regulations.

4.2.6 SMOKING

Smoking is only allowed in designated and signed areas which are never near any hazardous areas. Typical smoking area is equipped with an ashtray, buckets filled with water, fire extinguisher and caution sign board.

Smoking is strictly prohibited near Storage yards, Fuel storage area and Live Electrical Equipments and systems, Fuel and Gas pipelines, Running equipment and Vessels. The regulations and controls may change from time to time according to the Site situation.

4.2.7 ALCOHOL OR DRUGS

Possession or Consumption of Alcohol or Drugs on the Site is prohibited and will result in immediate removal from Site.. Any person or persons deemed to be under the influence of alcohol or drugs during working hours will be removed immediately from

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site and the incident will be investigated and may lead to permanent removal from the Site.

No alcohol or drugs except for doctor prescribed medicaments for common ailments are allowed onto the site. Personnel found flouting this rule are removed from the site by their employer and not allowed to return unless resolved to the satisfaction of the Site Safety Officer and the Site Manager. Safety & Health considerations take precedence over any other reason.

4.2.8 CONFINED SPACES

A confined space is a space having limited opening and exit, or unfavourable natural ventilation and not designed for continuous human occupancy.

The atmosphere can be extremely hazardous while entering and working in confined spaces, because of lack of natural air circulation which results in Oxygen deficient atmosphere, Flammable atmosphere and/or Toxic atmosphere.

To eliminate hazards in confined spaces a specific safe work practice is followed for testing, monitoring, and ventilating the atmosphere; isolation of energy sources (lockout-tagout); using respirators; providing standby/rescue personnel; and addressing general physical hazards such as temperature extremes, engulfment hazards, slick surfaces, and noise.

A Confined Space Permit System will be used and a Permit issued by TPSC will be required for all confined space work. The records are maintained by Site supervisor and the site safety officer and reports will be retained in the Site Safety file.

All persons entering confined spaces need to be trained and certified by registered trainers and submit the health certificate not older than 6 months as required by Thai Labour Law. TPSC will maintain at Site a Register of personnel who can enter confined spaces under a Confined Space Permit and also prepare emergency plan, hazard protection plan and emergency rescue plan before entry.

4.3 RISK PREVENTION MEASURES

All Contractors' and its Subcontractors' employees are to take necessary measures for preventing the following dangers and health impairment:

Dangers:

- 1) Dangers due to machines, instruments and other equipment
- 2) Dangers due to substances of an explosive nature, substances of a combustible nature and substances of an inflammable nature
- 3) Dangers due to electricity, heat and other energy
- 4) Dangers arising from the following working methods: excavation, quarrying, cargo handling, lumbering, etc.
- 5) Dangers related to places from which workers could fall or where there are concerns about slides of sand or earth
- 6) Personal walkmans, stereos etc will not be used at the Site to avoid increased risk to the activities being carried out caused by distraction of personnel or by limited hearing of personnel.
- 7) Mobile phone use will be restricted and controlled so as not to increase the risk to any activity being carried out. Mobile Phones should only be used when a person is standing in a safe location and when no other activity is being carried out by that person. Drivers or operators of Vehicles and Plant or Equipment should not use mobile phones when in the Vehicle or on the Plant or Equipment.

Health Impairment:

- 1) Health impairment due to raw materials, gases, vapours, dusts, insufficient oxygen in air, pathogens, etc.
- 2) Health impairment due to radiation, high temperatures, low temperatures, ultrasonic waves, noises, vibration, abnormal atmospheric pressure, etc.
- 3) Health impairment due to operations such as gauge monitoring, precision work, etc.

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- 4) Health impairment due to exhaust fumes, waste fluid or solid wastes

Other measures to be taken:

- 1) Measures for maintenance of passages, floor and stair areas
- 2) Measures for Ventilation, lighting, illumination, heating, and moisture prevention
- 3) Measures for rest, evacuation and sanitation
- 4) Measures required for maintaining the health, morale and life of employees

5. EXECUTION PROCESS

5.1 SITE GUIDELINES

The Company Site Guidelines for the prevention of accidents and incidents on site is defined as follows. These guidelines are displayed in the site office, and are disseminated and understood among all Employees.

Site guidelines

- Safety first
- Keep the quality
- Environmental protection
- Creation and advance
- Confidence and cooperation

5.2 SAFETY EXECUTION CYCLE

5.2.1 GENERAL

Duties and activities relevant to Health, Safety and Environmental for the Site Manager, the Site Safety Officer, the Site Supervisor and all Employees are established to prevent accidents and incidents on site. These activities are implemented in every work day as one cycle.

The Safety Execution Cycle consists of activities described as follows;

Daily:

- | | | |
|---------------------|---|-------------|
| 1) Tool Box Meeting | - | Daily basis |
| 2) HSE Inspection | - | Daily basis |

Weekly:

- 1) Contractors Weekly Safety Meeting and Site Inspection with all contractors and Subcontractors.
- 2) Owner/Contractor Weekly Site Meetings where EHS is on the agenda
- 3) Site Weekly Cleaning

Monthly :

1. Safety Representatives Committee Meeting if required by Thai labour Law. (The MoM of the HSE Committee Meetings are to be included in the 3 monthly returns made to the Department of Labour. if required by Thai Labour Law)

Other :

- | | | |
|--------------------------------|---|--|
| 1) Site HSE Induction Training | - | Upon new personnel arrival on site |
| 2) Equipment Condition Checks | - | At arrival on site & monthly thereafter* |
- * Power tools to be visually checked and re-checked by the proper measuring instruments (e.g. multimeter) to ensure safe before each time of use.*
- 3) Method Statements, Risk Assessments and JSA's

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All Contractor's and its Subcontractor's management team are expected to ensure the safety, health and environment of all personnel working at the site, through the planning, execution, supervision and control of work activities.

5.2.2 TOOL BOX MEETING

Tool Box Meeting is to take place as a minimum on a daily basis before commencing work, or starting of new work or more frequently if the nature of the job requires further safety instruction. The Site Supervisor ensures that all employees participate in the meeting.

The instructions are given by the Site Safety Officer and Site Supervisor in line with this HSE manual via the Tool Box Meeting. The Tool Box Meeting instructions are based on work progress, and type of activities to be performed that day.

Attendance at Toolbox Talks is to be recorded.

5.2.3 HSE INSPECTION

At all times, the Contractor and all Subcontractors have the responsibility to keep work areas free of hazards that could affect the personnel health and safety. In addition to the on-going monitoring of the site by the safety and supervisory personnel, The Site Safety Officer performs a formal inspection of the site to identify and correct any hazardous condition noted.

HSE conditions will be checked and audited by the Owners representatives who may issue safety observation/improvement reports that will need to be actioned by the Contractor.

5.2.4 HSE MEETING

HSE Meetings will be held on site comprising of the Site Safety Officers and delegated representatives from the Subcontractors.

The purpose and main aim of the HSE Meetings are:

- To direct the implementation of the HSE programs.
- To instruct the implementation of corrective actions when the HSE program is not strictly observed.
- To bring about remedies in case of insufficiencies in the HSE program.

The HSE Committee Meeting chaired by the Site Manager or the Site Safety Officer is held on a monthly basis to discuss and review events / activities of the past month and confirming program of important events / activities to be performed in the current month.

5.2.5 SITE HSE INDUCTION

HSE Induction training conducted by the TPSC Site Safety Officer is given to all Employees on their arrival on site and in advance of their field assignment at work site. Employees are briefed regarding safety requirements and legal requirements.

The safety induction form is signed off by both parties to indicate that the induction has been carried out, and the Site Safety Officer keeps a record at site.

5.2.6 EQUIPMENT CONDITION CHECKS

Planned pre-use equipment checks provide an effective way of preventing unscheduled downtime. These checks are performed by competent personnel who have been trained on the equipment and who understand the importance of defect reporting. Any defects noted are attended to immediately or a planned action is initiated as applicable.

Lifting Equipment and accessories are certified fit for use by a third party testing agency.

Breakdown maintenance is carried out as required by qualified personnel.

All safety features on the equipment are checked regularly and equipment operators are encouraged to report any malfunction immediately.

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5.3 HSE SYSTEM REVIEW

The Contractor periodically reviews this HSE manual to ensure its continuing suitability and effectiveness with regards to safety and health management. HSE procedures relevant to site operations are reviewed by the Site Manager as and when necessary. This review is carried out to reaffirm its adequacy and conformance to current HSE requirements, the law of the land and specific Customer requirements. This review incorporates changes / modifications agreed during management review meetings.

The Owners Engineer may conduct audits of the Contractors EHS systems on an as required basis.

5.4 SAFETY SIGNAGE / POSTER

Standard safety signage both in Thai and English shall be placed in and around the work areas and site access roads. In addition PPE reminder boards shall be established at the entrances to the site and as needed around the site work areas to cover the safety requirements of working in the area and warning of potential dangers / hazards.

Safety signs shall also be displayed wherever there is high level working close to areas where others are working or passing by at ground level and which signs will draw attention to possible falling objects or hot debris from welding or cutting or grinding operations.

[For samples per Attachment 4]

6. RISK MANAGEMENT / HAZARD IDENTIFICATION

6.1 GENERAL

All work has an element of risk associated with it, and such risks can be minimized by proper review and identification of associated risk in the subject work and taking effective measures to control the same.

The risks associated with construction work are: -

- Fall from height
- Collapse of excavations / trench walls
- Injury from construction plant and equipment
- Injury from moving, flying or falling objects
- Injury while handling and lifting
- Slip, Trip or fall
- Suffocation
- Exposure to hazardous chemicals, gases
- Fires
- Electrical Shocks
- Hazardous fluid & Pressurised Gases
- Confined space works
- Cutting and welding
- Others

6.2 IDENTIFICATION OF RISKS

Routine inspections are carried out with the aim of not only monitoring compliance with safety requirements but to identify potential hazards and risks associated with the given work. Corrective actions are taken to either eliminate the risk involved or to effectively reduce it to a significantly lower level permissible for the work to continue.

Employee suggestions and communication of their perceptions of risks involved in work activities are encouraged, which also motivate personnel to effectively participate in the safety effort and the identification of potential hazards. Such efforts by Employees are appreciated and identified by safety award or acknowledgment to them as a means of encouraging good safety practice.

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All works are reviewed to incorporate the best engineering practice along with all applicable safety measures to minimize the risks involved.

Past safety performances are reviewed and analysed to identify risks involved in similar work and effective remedial measures taken.

Where a risk cannot be avoided due to the nature of the work, the following measures are employed to control risks

- Use of safe working facilities
- Encourage employee participation in safety initiatives
- Contain risk by protective enclosure
- Reduce employee's exposure to risk
- Use of Personal Protective Equipment
- Use of Preventive Maintenance
- Provision of properly lighted and ventilated work space
- Regular Reporting and continuous improvement in the safety systems
- Ensure that those exposed to the risk are fully aware of the working conditions and have received all relevant training to allow them to work in the safest manner possible in the given circumstances.

For major activities involving risks, a risk assessment is carried out by the Site Manager and actions planned to mitigate the risks are implemented and recorded.

7. EMERGENCY PROCEDURES

7.1 GENERAL

This section provides guidance for handling emergency situations on site.

The site management team has the responsibility to review and ensure awareness of emergency procedures among all site personnel. Emergency procedures are developed for the Site, the lay down area, and offices. Suitable training is provided to all site personnel during various stages in the Work. Necessary posters and boards are erected at prominent places, and all assembly areas are suitably identified.

All employees have the responsibility to continually familiarize themselves with the assembly procedures, and the Site Supervisor has the responsibility to ensure compliance.

The management is committed to the principle of safe working and desires that on no account should any person put Himself or others at risk.

7.2 EMERGENCY PLANS

The site-specific emergency plan is prepared for the site and posted on the site notice board. All actions are coordinated with the overall emergency plan. All emergency telephone numbers and contact names are available on site in the Site office and the site specific emergency plan is implemented following any emergency events listed below or any event considered as an emergency event by site supervisory staff.

- Serious injury / fatality
- Major Fire or an Explosion
- Electrocution
- Gas Leak (as applicable in works)
- Spill of flammable liquid or chemical
- Major transport accident
- Major structure / equipment accident
- Natural Disaster: High Wind / Flood / Earthquake

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7.3 EMERGENCY PROCEDURE

In the event of emergency, the personnel involved promptly notify the relevant key personnel in accordance with the site-specific emergency plan. Subsequent actions as listed below are taken either as an instruction from the Site Manager and / or the Site Safety Officer.

- Close all plant and equipment, if safe
- Stop all work immediately and report to the nearest evacuation area / assembly area and await further instructions
- Stop all equipment and vehicles safely
- Contact and relay message to Customer representative.
- Where the emergency requires outside assistance call the appropriate service(s) (i.e.: Fire, Ambulance, Police)
- Ensure all personnel are aware of the emergency

In an emergency all personnel are to proceed in an orderly manner to the nearest safe assembly point as advised during Tool Box Meetings and on the site notice board. The Site Supervisor takes a head count and checks all employees are at the assembly point. The Site Supervisor has overall responsibility to co-ordinate all emergency procedures. He also informs the management of the result of the head count. Normal work is resumed only after the all clear signal is received from the Site Manager. As such the supervisor makes all arrangements to meet the concerned authorities.

In case of a Site Evacuation being required the Contractor recognizes that conducting head counts of personnel after Site Evacuations can be an unreliable method of ensuring that all personnel have been evacuated from the Site. In case of a Site Evacuation the Contractor will arrange for competent persons to carry out a 'sweep' of the concerned Site areas to confirm that no personnel have been left in the areas. Such a sweep of the Site is not to put the personnel carrying out the sweep at risk of injury.

For missing personnel, a rescue team is formed in consultation with the Customer and depending upon the type and status of emergency, all efforts are made to rescue the missing personnel.

7.4 FIRE FIGHTING

A fire fighting plan is prepared for the site detailing the type and location of fire fighting equipment to be provided. The plan is discussed at the Tool Box Meetings and during personnel induction. The Site Safety Officer is responsible for coordinating all efforts to contain fires and also for notifying the appropriate authorities. It is emphasized that maximum effort should be placed on the prevention of fires in the first instance and furthermore have a plan for annual fire fighting and evacuation drill for contractor and sub-contractors ' personnel should be arranged as appropriate also.

7.5 GAS LEAK

In case of a gas leak the following actions are to be taken:

- Close all doors and windows
- Refrain from smoking
- Close down all plant and equipment
- Operations like cutting, welding to be stopped immediately
- Evacuate the affected area to a designated assembly point
- Notify the required parties in accordance with the gas leak procedure
- Await further instructions

Any information being relayed about an emergency shall be clear and precise giving the exact location, the nature of the emergency, the seriousness of the emergency and contact numbers and names.

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[Refer also to the specific Site Emergency Response Plan for details]

8. ENVIRONMENTAL CONTROL

The Site Manager ensures that the impact to their operations on the environment are assessed and minimized and that adequate arrangements are in place to deal with potential environmental pollution. This is applicable as stipulated in the Contract Conditions and as per applicable legislation / regulations.

The Site Supervisor holds on a regular basis a tool box talk with his workforce to communicate the task instructions to the Employees.

It is incumbent of all project participants to establish a system of controls and methods to be applied for the safeguarding of the community environment during construction and for this purpose the following areas of concern shall be addressed. The table is summarizing mitigation measures required to be applied during construction, as the requirements in the Contract.

- (1) Air Quality Control
- (2) Waste Water Discharge Control
- (3) Drainage Control
- (4) Noise Control
- (5) Transportation Control
- (6) Waste Management
- (7) Hazardous Material Disposal

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ATTACHMENT – 1

SITE SAFETY MANUAL

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2.0 Safety Record (Standard Forms - Samples)

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This document is to be used in conjunction with and supplemental to the general requirements of the 'HSE CONTROL PROCEDURE' and it may be supplemented by additional documents to be separately produced or included in a method statement as may be required for the safety guidance, control and management of a specific activity.

1.0 Site Safety Manual

1. House Keeping.

- (1) Site cleanliness is a very important factor of the site works.
- (2) Daily site cleaning must be carried out.
- (3) Daily site and lay-down area cleaning must be carried out with debris and waste material collected and disposed to the designated area or authorized off-site location.
- (4) Point of good housekeeping is to ensure a clean work area free of hazards caused by clutter etc.
- (5) Toilets and associated facilities must be cleaned and disinfected daily.
- (6) Good clean & chilled drinking water must be supplied by each contractor / subcontractor on site for their staff and workforce.

2. Access and Egress.

The majority of accidents which occur at work are from people falling down, falling over, stepping on or striking against something during access to, or egress from a work site.

An insecure ladder, a fragile roof, a clutter of stock materials, a blocked gangway and general inattention, all lead to accidents of this sort. To prevent this always conform to the following:-

- DO NOT block recognized gangways unless a clear diversion has been provided.
- ONLY authorised routes are to be used to and from work areas.
- NEVER remove guard-rails or barriers and leave the area unattended and unprotected.
- USE ONLY proper and suitable transport to reach your work. Improvisations cause accidents.
- KEEP CLEAR Fire exit routes and doorways must be kept clear at all times.
- IN CASE OF EMERGENCY learn your safe route to and from your work area and know the safe escape route.

3. Excavations

All excavations of a depth greater than 1.5 meters shall be the subject of a civil works method statement for the excavation or for other work to be performed in the excavation. Where there is substantial risk, precautions or preventive measures required shall be included in a JSA attached to an activity method statement that has specifically addressed the hazards of the prevailing conditions

Where 'live' services exist in the vicinity of and excavation, all digging shall be carried out by hand until such time as the location of the services has been clearly identified and made safe.

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Suitable edge protection shall be erected around all excavation or openings. Any openings left open during hours of darkness that are near road ways or walkways shall be indicated by an adequate number of warning lamps or well illuminated as to render the potential hazard of collapse harmless.

Opening can never be unguarded and must always be barriered. At night on the construction site all areas should be adequately lit for safe access and egress if there are personnel on the site.

All excavations of a depth greater than 1.2 meters in which personnel intend to gain access shall be properly shored or be battered to an angle such as to render the potential hazard of collapse harmless.

4. Scaffolding.

The separately issued Site Scaffold Management Plan will be used for control of all scaffolding activities on the Site.

The erection of scaffold is a skilled task, which should only be carried out by trained and competent persons.

A register of Trained Scaffolders will be maintained.

System scaffolds are relatively scaffolding pipe and fitting scaffolds and should only be erected or altered by, or under the supervision of, a knowledgeable and experienced person.

All tube and fitting scaffolds, independent of height, must only be erected by qualified scaffold erector.

Prefabricated towers should only be erected or altered by those who have successfully completed a course of instruction appropriate to the particular tower in use.

- Scaffolding must be inspected and approved for use by a competent person prior to use.
- If scaffold has been erected for seven days or more, or has been subjected to bad weather, make sure that it has been inspected by a qualified person and that any defects have been put right.
- Unless you have been properly trained and authorized to do so, do not alter any part of a scaffold and only do so under the direction of the work area supervisor.
- Do not alter or remove scaffolding that belongs to another party.
- When using scaffolds, be wary of unauthorized alterations by other people, which may have left dangerous gaps in the decking etc. Do simple visual checks on the scaffold yourself as you carry out your job.
- Do not ignore warning signs – if a section of scaffold is blocked off, treat it as unsafe for use
- Weekly inspection must be done by site supervisor or site safety officer according to the situation change such as raining.

Do not overload scaffolds. Find out what loads the scaffold was designed and erected for and don't exceed these. Including " Safe for Use " tag must be provided with specified load limit.

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5. Working at Height.

Every year, many construction workers are killed or seriously injured as a result of falls from height (High work include work with a high more than 2 meters , work with a slope more than 15 degrees and excavation work at depth of 90 degrees angle) Most of these accidents are preventable by following these rules: -

Use Ladders Safely

- Inspect ladders before each use. Report defects to your supervisor. Do not use defective ladders.
- Set ladders on a firm, level base. Ensure that ladders are securely tied or footed and cannot slip outwards or sideways.
- Where possible use the “one-in-four”, i.e. one foot out at the base for every four feet of ladder height.
- Work safely with ladders at all times. Use both hands to climb and do not overreach when working off a ladder.
- Use full body safety harness with double lanyard when you need to have your hands free for working.
- Personnel should in general not work from ladders. Ladders are for access only. The Labor Law in any case requires scaffolding for any work above 2m.

Safe work on Scaffolds (See also item 4. above)

- Never alter scaffolds or remove scaffold boards. This work must only be carried out by trained scaffold erectors.
- Report any missing guard rails, toe board, etc, to your supervisor. Don't work on a scaffold with missing guard rails or boards.
- Supervisors – take immediate action to correct any deficiency of the erected scaffold.
- Do not work from incomplete scaffolds.
- Obey warning signs posted on scaffolds.
- Ensure that working platforms are kept clean and clear from tripping hazards.
- Never move a tower scaffold with people on the platform.
- Lock castors on tower scaffolds to prevent movement when working.
- The scaffolds tower must be safe erection and the height of tower scaffolds shall be no more than 3 times the minimum base of the scaffolds and properly height should be not higher than 9 meters according to HSE practices, relevant law and regulations.
- Never access a scaffold that does not display a 'safe to use' tag and if there is no tag fitted then bring it to the attention of your supervisor or safety officer for the corrective action.

Use Fall Arrest Protection

- Fall arrest protection – full body safety harness , inertia reel, etc. is issued for your personal safety. Ensure that the equipment issued is worn and used (hooked on to secure fixture) at all times during work at height.
- For work outside of a secure platform full body Safety Harness's having double lanyards and will be used and 100% hook off will used.

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- Check the condition of fall arrest equipment before you use it. Report any defects in this equipment to your supervisor.
- Ensure you know how to use and maintain this equipment.

Man Riding Baskets

- Carriage of personnel by cranes using man baskets shall be kept to a minimum.
- Man riding baskets shall be tested, have a current valid test certificate and be clearly marked.
'Man Riding Only'
- All cranes used for man riding purposes shall be fitted with a 'dead mans' handle facility ensuring the brake is applied when the control lever is released.
- Crane hooks shall be fitted with safety levers.
- At no time shall cranes be used in 'free fall' whilst carrying man-riding baskets. Cranes must have power lowering facilities. If a crane has a 'free fall' facility on the hook to be used for a man basket then the free fall shall be disabled or otherwise locked out and will not be available to the crane operator while using a man basket. The means of disabling the free fall facility will be for the approval of the TPSC Site Safety Officer.
- Limit devices shall be fitted to ensure that the carrier cannot be lifted above the over hoist limit. The limit switch shall be tested daily, before man-riding operations are carried out.
- Personnel using man riding baskets shall be securely and safely fastened inside the basket by use of full body safety harness, which shall be secured to the master link of the supporting sling or hook of the crane.

Steel Structure Erecting

- All the above precautions to be followed as they apply to erecting of steel structures.
- The weight of any piece in excess of 500 kg shall have the weight clearly marked.
- Erectors shall be fully informed of the erection sequence to be adopted.
- Vertical access provision shall wherever possible be fixed to the steel before erection. If this is not possible, other access shall be provided at the earliest opportunity.
- Where horizontal access is required as much work as possible shall be completed to each piece prior to erection.
- Where no suitable means of fixed access can be provided, man-riding baskets or powered access platforms should be used.
- Walking the steel is prohibited.

Barricade

- Areas below work at height shall be barriered to prevent personnel accessing the areas.
- Personnel shall be prevented from going under suspended loads.
- Actions will be taken to prevent objects from falling from height including securing of materials stored at height and use of tool straps when necessary.
- Safety warning sign must be provided at these areas.

REMEMBER! - THE SAFE WAY TO WORK IS THE CORRECT WAY TO WORK!

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6. Lifting Gear and Appliances.

Safe slinging and rigging operations can only be carried out if the right equipment is available and used.

Equipment used in lifting operations (*Including pulley block hoist arrangements*) must be: -

- All lifting equipment must be inspected, tested and certified.
- properly constructed and maintained;
- free from any defect or damage affecting its strength;
- regularly examined and defects corrected;
- securely attached to the load.
- Submit lifting plan diagram incase more than 3 tons.

Above all, **it must not be overloaded.**

The following precautions must be observed when using lifting equipment:-

- Lifting operations must be undertaken by trained and competent persons.
- Only lifting gear and appliances which have test certificates and current inspection reports should be used.
- All items of lifting equipment should be inspected before use. Damaged or defective equipment should be designated as not in use and should not be re-used until necessary repairs have been carried out. (N.B. A new test certificate will be required for lifting equipment which has been repaired.)
- Do not use the lifting equipment for any load exceeding its stated Safe Working Load (SWL).
- All hooks used for lifting must be fitted with a safety catch, or should so shaped as to prevent the sling eye or load coming off the hook.
- Never lift with the point of any hook.
- Never drag a sling from under a load if it is not free.
- Never crisscross, twist, kink or knot any sling for any purpose whatsoever.
- Never pass a sling through a hook; always connect the sling to the hook by its 'eye'.

REMEMBER! - SAFE SLINGING AND RIGGING RULES TO BE FOLLOWED FOR SITE SAFETY

7. Personal Protective Equipment (PPE).

- A minimum level of PPE must be worn at all times by all persons on site. This includes safety helmets, safety shoes and safety glasses. Inside Buildings clear (not dark) Safety Glasses shall be used.. Long sleeved shirts will be worn when on the Site. Rubber Boots used in wet conditions must be 'Safety Boots'

In some work activities additional PPE has to be supplied and used whether it be a legal requirement, a condition of employment. or required by the risk assessment and JSA that as been carried out.

The additional PPE has to be used because there is no other way to protect you from the possible risks of the work that you do.

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Nowadays, there is a wide range of PPE suitable for almost every work activity.

- If in doubt, ask your Safety Officer / Supervisor what additional PPE should be used for your activity refer to Method Statement and JSA for the Work.
- Check that your PPE is suitable for your work.
- If necessary, such as with safety harnesses and respirators, ask for training in the use of PPE before you start work.
- Make sure that the PPE is properly adjusted for comfort and compliance with the manufacturer's instructions.

Ensure the necessary tests on your PPE (e.g. Respirator & environmental analysis instruments) are carried regularly and the results recorded. Report defects to your supervisor for repair or replacement.

Additional PPE that may be required to be used may include

- High Visibility Vests or similar depend on risk assessment activity
- Welding Mask and Protective clothing, Welding gloves for welding work.

8. Protection of Eyes.

There are numerous eye injuries every working day. The eyes were very vulnerable and an accident or injury can change a person's way of life.

- When carrying out operations which expose you to flying particles, dust, chemicals or harmful rays, proper and suitable eye protection must be worn. These operations include welding & cutting, burning, chipping, grinding, working with hazardous chemicals and working on flanges.
- Report the loss or defectiveness of eye protection to your employer.
- Make sure that your eye protectors are suitable for your employee and for the work being carried out.
- Take care of eye protection issued to you AND USE IT!
- Keep it clean and protect it from damage.
- Protective goggles when working with Chemicals. In case of a chemical spill and use of a safety shower the goggles should not be removed until after thorough washing under the safety shower.
- Welding Masks must be used for ALL welding work.

9. Welding and Cutting.

Introduction

Welding and cutting normally produce substantial fumes, gases and heat, and may result in ultra-violet and other radiation.

For these reasons, it is essential that safe working conditions are maintained and well-established procedures and safety precautions are followed.

The main sources of hazard likely to be encountered are: -

- High temperatures causing burns and fires.
- Electric shock, which could be fatal.
- Fumes and gases, liable to be detrimental to health or life threatening.
- Explosion, during the welding of tanks, drums and vessels.
- Thermal radiation, causing burns and arc eye.

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- All welding is to be done only by qualified welders.

High Temperatures

To guard against fire, burns and explosion: -

- Remove all combustible materials from welding area.
- Ensure that welding operations are not carried out where there are flammable substances or vapours etc.
- Wear appropriate protective clothing and eye / face protection, to suit the type of welding and the position of the weld, such as overalls made of flame retardant materials, gloves, helmets and shields to protect the eye and face.
- A Hot Work Guideline will be implemented at the Site and its requirements will need to be followed for all hot work activities.
- To provide fire extinguisher (fire rating 10A40B at the least), fireproof fabric and fire watch man.

Electrical Safety

All electrical tool shall be inspected by qualified person before using and connecting to power source through an earth leak breaker.

Ensure that: -

- Equipment is installed in accordance with the relevant Standards and the manufacturer's instructions.
- Isolation switches are readily accessible.
- Terminals and live components are adequately protected.

All cables are inspected frequently to ensure insulation is intact.

- Any damage to insulation of cables, torches, electrode holders, etc, is immediately reported for repair / replacement.
- There is a separate earthing conductor in addition to the welding current return cable.

Fumes and Gases

Most welding and cutting operations give off fumes and gases to the surrounding air, which can be a hazard to health. The best guard is effective ventilation, by either natural or mechanical means. When welding in the open, the fumes and gases will normally disperse harmlessly in the air. The welder should position himself up wind of the weld, with his head clear of the rising fumes. In a high-roofed workshop, the general level of welding fumes and gases is likely to be low, though higher levels may exist close to welding operations and may then require the use of local exhaust ventilation equipment. Flashback Arrestors will be used on all gas bottles.

Explosion

During the welding of tanks, drums, vessels, etc, a fire may start if the conditions necessary to sustain fire are brought together:

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The Confined Space Permit to Work system that is implemented on the Site is to be strictly followed.

- The presence of flammable material;
- A source of oxygen;
- A high temperature ignition source.

Clean air for the welder to breathe provides a source of oxygen and the process is invariably hot enough to cause ignition. Therefore, if any flammable material such as oil or grease is present it can catch fire. If it is confined within a tank or vessel, the resulting rise in temperature may cause the pressure to increase, ignition spreading very rapidly to cause a sharp pressure rise or explosion. The walls of the tank may rupture, causing widespread damage, injury or death. Very small quantities of material can lead to a serious explosion. It is therefore recommended that: -

- If working on, near to, or inside a tank or vessel which contains or has contained any liquid or vapors check that the air has been monitored and that the liquid or vapors and the residue are known to be non-flammable and non-explosive before starting work, or that the vessel has been cleaned to remove all flammable residues.
- If this assurance is not available, seek expert advice on marking the tank, etc., safe.

Because of these risks, empty drums of oil etc, should never be used as work supports. The risks are considerably increased when flame cutting, due to oxygen enrichment. Some fine dusts, such as those of coal or flour, can cause similar fire or explosion hazards.

Radiation

The visible light from the welding arc is extremely bright and to provide safe, comfortable viewing, a shaded filter glass must be used which conforms to the appropriate Standards.

As well as the visible light, there is also infra-red and ultra-violet radiation. Infra-red radiation can cause cataracts or burn the retina; ultra-violet radiation can cause skin burning and arc eye, which is a temporary, sore and gritty sensation in the eyes – though prolonged exposure can cause more serious damage.

Protection for Welders and Other Personnel.

- Ensure that helmets and welding shields are in good condition, and are fitted with the correct grade of filter.
- When welding, use protective clothing – eye protection, gloves, overalls, etc.
- Provide suitable eye protection to everyone who enters a welding area.
- Place non-reflecting screens (e.g. matt green) around welding area, to shield other persons from the welding etc.

10. Electricity.

Electric shock is a major hazard – It can cause physical injury and can **KILL!**

The Site procedures for inspection of portable electrical equipment, and maintenance of Registers and color coding of equipment are to be followed.

- Check that the plugs and cables of hand-held electrically powered tools are in good condition.

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- Never interfere with any electrical equipment or wiring.
- Never improvise with electrical equipment.
- Never attempt repairs yourself.
- Report any defective or damaged equipment immediately to your supervisor.
- Ensure all items are properly earthed.
- Do not leave trailing cable where they can be damaged or cause tripping hazards.
- Always assume that cable, plugs, etc are “LIVE”.
- Take care that mobile towers, ladders, scaffolds etc., do not come anywhere near overhead cables.
- Switch off and isolate all electrical equipment after use.
- If in doubt ask your supervisor or site manager.

REMEMBER! - TO STAY ALIVE, YOU HAVE TO STAY ALERT

11. Manual Handling.

- The person carrying out the lift should be close to the load, with the feet about hip width apart and the lead foot slightly forward in line with the load.
- The knees should be bent so that the body is at the correct height. The load can then be lifted by straightening the knees, placing most strain on the muscles of the thighs and legs.
- The back must be kept straight, i.e. canted to an angle not exceeding 20 degree Celsius from the vertical.
- The head should be raised and the chin pulled in, to lock the upper part of the spine and avoid sudden backward head movement damaging discs in the neck.
- The arms should be close to the body, to keep the load's centre of gravity within the body's base and the palms of the hands and upper parts of the fingers should be used to grasp the load.
- Body weight should be used to counter balance the load by moving the rear leg a little further back as the load is being lifted.
- Check for rough or sharp edges.
- Always wear appropriate protective clothing including gloves.
- If the load too heavy, seek assistance or use a lifting aid.

REMEMBER - IF IN DOUBT, ASK YOUR SUPERVISOR

12. Hand Tools.

Many accidents occur due to hand tools being poorly maintained or misused.

REMEMBER! - WORKMEN REQUIRE SAFE TOOLS.

- Anyways use the correct tool for the job, never “make do”.
- Dispose of tools when they become worn or damaged beyond repair.
- Use the right sized spanner for the nut.
- Chisels and punches that have developed mushroom heads must be ground down to prevent splinters of metal flying off when struck by hammer.
- Handles should be properly fitted, secure and free from splits.
- Keep edges of cutting tools, saws, chisels, drills etc., sharp, and in good condition.
- Keep hammer heads tightly wedged on their shafts and replace split or damaged

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wooden handles.

- Protect sharp edges of tools that are to be stored or covered.
- Uncovered Stanley Knives kept in packets may cause hand injuries.
- Files should be fitted with handles to prevent injuries. Do not use as punches or for levering, they break / snap easily.

13. Site Transport / Traffic Controls

Many accidents, whether personnel injury or damage only are the result of unsafe driving or operation of site transport / plant; THEREFORE:-

- The Site shall be governed by a **20kph SPEED LIMIT** (The Limit may be lower in specific areas)
- Only authorized and certificated personnel are to drive/operate site transport and plant.
- Off-road vehicles e.g. dumpers and fork-lift trucks, are normally designed to accommodate the driver only. No other person is to ride on such vehicles.
- Drivers of site transport or machinery must report any damage to equipment immediately.
- Vehicle Movements in restricted areas or when reversing will use a bankman for directing the vehicle.
- All Lorries, Trucks and other Plant will be fitted with a working Reversing Alarm.
- A protruding scaffold, a displaced ladder or broken drain cover can lead to somebody else's injury.
- Keep loose objects off the drivers cab floor, so that they do not impede control of the vehicle.
- If you leave a vehicle unattended for any length of time, make sure that it is immobilized, (e.g. apply hand brake and remove the keys).
- On site, observe the principles of the Highway Code as you would off site.
- Only move vehicles, transports, or mobile plant on designated access ways and only park at designated areas (not on access roads except for loading / unloading).
- The movement of site transport can be unpredictable – So keep your eyes open when you are a pedestrian.
- All driver / operators of vehicles or mobile plant / equipment must also wear PPE when they are outside of their vehicle on site. [i.e. wearing safety helmet and safety shoes safety glasses and long sleeve shirt.]
- Vehicles will not in general be allowed to park on the Site. The TPSC Site Safety Officers instructions with respect to parking of vehicles on Site will be followed.

14. Noise.

It is seldom possible on construction sites to eliminate noise at source. The following steps should, however, help to reduce the risk of hearing damage: -

- If you feel uncomfortable about the noise level you are working in, see your supervisor and request ear protection
- Wear ear protection (ear muffs or ear plugs) provided by your employer.
- Use any other relevant noise reduction equipment your employer provides, e.g. machines fitted with silencers – Do not take them off!
- Take care of any noise reduction equipment provided and report any defects to your supervisor.

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General Rules

- If people have difficulty speaking to each other over a distance of approximately 2 metres, using normal speech levels, you may need to be provided with ear protection.
- Hearing protection zones will be established when necessary.
- Hearing protection should be used when using power tools that generate noise.

15. Compressed Air.

There are many ways in which compressed air can be dangerous. For example, it can enter body orifices, such as mouth and ears, causing severe and often fatal injuries. At high pressure, compressed air is capable of penetrating the skin. Particles of oil carried in the air jet can damage the eyes, while explosions may occur if oil-coke deposits in a system spontaneously ignite.

Vessels containing compressed air, even at comparatively low pressure, can explode violently once their integrity is lost. Dirty or wet air can cause a system to fail, e.g. by blocking safety release valves.

- Air hose should be kept free of grease and oil to reduce the possibility of deterioration.
- Before a pneumatic tool is disconnected the air supply must be turned off.
- Hose ends must be secured to prevent whipping if an accidental cut or break occurs.
- Horseplay with compressed air is extremely dangerous and is strictly forbidden.
- When using compressed air tools, the exhausting air should be directed away from the body and must not be used under circumstances to clean dirt from clothing or off a person's skin.
- Compressed air should never be used near a naked flame.
- Any defects in equipment should be reported at once.
- Safety and monitoring devices should never be misused or abused.
- Hose restraints (anti whip) shall be used on all on all couplings of air lines.

REMEMBER! - SAFETY IS EVERYBODY'S BUSINESS

16. Working with Hazardous Substances.

You employer will have procedures for compliance with the requirements of current rules and regulations on asbestos, lead, and other hazardous substances. You should always stick to these rules and follow the instructions carefully.

Use Substances Safely

- Always read and understand the label before you use, transport or store any substances.
- Follow the instructions on the label.
- Promptly report missing or damaged labels.
- Report any hazard or defect to your supervisor – do not assume someone else will do so.
- Never mix two substances together, unless the instructions say that it is safe to do so.
- Report any leakage or spillage to your supervisor.

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- Use any protective equipment provided by your employers.
- Never put work substances and food or drink near each other.
- MSDS's should be available for all hazardous substances and work should be in accordance with the MSDS.
- Hazardous substances must only be stored in properly marked and suitable containers and must never be stored in water or soft drink bottles.

REMEMBER! - STAY HEALTHY AT WORK!

17. NDT (Radiography).

Depending on the nature of the projects Non Destructive Testing (NDT) Operations take place regularly during the mechanical phase of our projects.

No Radiographic Sources will be brought on site before the NDT procedure is issued and approved and without the permission of the Owners Engineer.

The NDT contractor is required to prepare a set of local rules and appoint a Radiation Protection Supervisor. It is vitally important that the safety procedures are adhered to.

These include: -

- Permit to work procedures.
- Announcements Barriers and warning signs.
- Controlled area-with clearly identified pre-set limits (including above and below the working levels).

Optimum times should be used for radiation work, e.g. at night and meal-times when fewer people are likely to be around. Personal protection is provided where appropriate and must be worn.

Emergency Procedures.

Each NDT Contractor must prepare a contingency plan which includes the name of the person responsible for safety on site.

** Make sure you are familiar with any emergency plan **

REMEMBER! - BE PREPARED FOR EMERGENCIES AT WORK

18. Flammable Liquids.

The conditions under which highly flammable liquids, including gases, are stored and used are highly controlled by legal standards.

For the purpose of this booklet, the term "flammable liquid" will cover substances that are properly defined as "extremely flammable", "highly flammable" or "flammable".

The following procedures apply to all these classes: -

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- Look for the warning symbol on the container label in the shape of flames on containers, or the word “flammable”.
- Do not open more containers of flammable liquids than are needed for immediate use and provide “warning sign “ for these.
- Do not smoke, and exclude all sources of ignition when using flammable liquids. Remember the vapour may be heavier than air and form low layers at ground/floor level. They can travel some distance undetected.
- Replace the lid on all containers when not it use. Supposedly empty containers or cylinders can catch fire, or even explode.
- Use the correct method for disposal of empty containers.
- Flammable liquids should be stored in a secure area protected from direct sunlight, and at least 4 meters away from other buildings, stores or boundary fences.
- Remove all combustible material from area where flammable liquids are used or kept.
- Return unused or partially used containers to the secure store at the end of shift or when work is complete.
- Have Material Safety Data Sheet (MSDS) post on Site.

19. Fire Prevention.

Lives and jobs, as well as financial loss are involved if fires occur on site. The prevention of fire on site is vital and this can be achieved by observing the following rules:

- OBEY “**NO SMOKING**” signs.
- NEVER USE unofficial heating, lighting or cooling appliances.
- DO NOT placing clothes on or near heating appliances.
- DO NOT allow combustible materials and debris to accumulate.
- ALWAYS USE suitable fire blankets when carrying out hot work.
- LEARN and make certain that you know the position of the fire extinguishers on site, how to identify the different types of extinguishers and their uses, how to operate them and also the procedure to obtain assistance in the event of a fire.

Small fires quickly become major fires.

- Keep calm.
- Raise the alarm, or report the fire immediately.
- Only attempt to put out small fires, if you can do so without placing yourself at risk.
- On hearing the alarm, evacuate the building or site by the nearest fire exit route.

REMEMBER! - REPORT ALL FIRE HAZARDS TO YOUR SUPERVISOR IMMEDIATELY

20. First Aid.

21.1

Employers are required to provide first aid facilities and Automated external defibrillator (AED) shall be provided, nurse or doctor appropriate to the number of people as Thai Labor Law specified to employ and the particular risks of work being undertaken. Any Statutory requirements for Trained First Aiders will be complied with.

- Make sure you know where and how to obtain first aid.
- Make sure all the injuries are properly treated. Even a minor wound can lead to

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- major surgery if not attended to properly.
- Some injuries, such as eye contamination, need specialist treatment. Do not let a well-meaning amateur worsen the injury. Get proper treatment immediately.
- Report all injuries to your supervisor and make sure the details are properly recorded. Failure to do this may affect your entitlement to benefit.

21. Environment.

The environment is of great importance in our daily lives, and we need to pay constant attention to keeping our construction sites environmentally friendly.

- Site Drainage

Do not discharge any chemicals or substances down the drains. Check with your supervisor for the correct disposal procedures.

- Storage of Chemicals and Fuels

All Chemicals including solvents and paints should be stored in designated bounded areas and the contents should be recorded in a register in the site offices. Refueling of site transport, compressors etc. should be carried out in accordance with the site rules and should not be done while the engine is running.

- Diamond sign shall be posted at the storage area.
- SDS shall be posted and or kept in the First Aid area.
- Safety shower and eye wash to be provided.

- Oil and Chemical Spills

In the event of a spillage, the aim should be to recover or contain all material before it enters the drainage system.

- Waste Disposal

A waste management system must be used to ensure that all classes of waste are disposed of in accordance with the current environmental requirements and site rules.

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WASTE MANAGEMENT PLAN OF BPAMR

Waste Classification and Management

Category	Typical of Waste	Management	Disposal Agency
1. Hazardous Construction Waste	<ul style="list-style-type: none"> - Chemical waste - Empty Container/Can - Used Oil/Lubricant - Contaminated Soil/Sand - Used absorbent - Insulation Waste - etc. 	Kept in Hazardous waste Storage	Disposed by a company for hazardous waste disposal.
2. Non- Hazardous Construction Waste	<ul style="list-style-type: none"> - Concrete scraps - Wooden scraps - Pile cut off - etc. 	Disposed at Disposal Area that approved by TPSC and Owner	Sub- Contractor
	<ul style="list-style-type: none"> - Rebar scraps 	Valuable collected in the designated area at site that approved by TPSC	Sub- Contractor
3. General Waste			
3.1 Recycle. Waste.	<ul style="list-style-type: none"> - Paper - Plastic - Empty bottle/can - etc. 	Kept in garbage bin (yellow color) and collected in waste container	To be later
3.2 Non- Recycle Waste	<ul style="list-style-type: none"> - Food Waste - Digestible Waste - etc 	Kept in garbage bin (green color) and collected in waste container	To be later
3.3 Hazardous Waste	<ul style="list-style-type: none"> - Printer Cartridge and Toner 	Return to supplier to recycle or disposal	Sub-Contractor
	<ul style="list-style-type: none"> - Empty Spray Can - Used battery - Used Light Bulb - etc. 	Kept in garbage bin (red color) and collected in Hazardous Waste storage	Disposed by a company for hazardous waste disposal
4. Medical Waste	<ul style="list-style-type: none"> - Waste from First-Aid Activities 	Burned in Hospital Incinerator	Disposed by Ban Chang hospital.

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- Site Proximity to the Local Community

The Site has a Local Community resident. Actions will be taken to as far as possible prevent interference and nuisance to the local community.

Specifically, the Local Community Road will not be used by personnel working on the Site and vehicles (including trucks, cars, pick-ups and motor bikes) will not be parked on the Road.

REMEMBER! - BE ENVIRONMENTAL FRIENDLY

22. Accident / Incident Reporting

In any event of an incident or accident that results in significant harm to persons or equipment, or property, then such instances shall be reported according to requirements of applicable Thai Law, for which the concerned subcontractor(s) shall submit their report to TPSC stating the circumstances, extent on injury or damage and actions taken immediately following the incident or accident. For this purpose the appropriate form is to be completed and forwarded within 24 hours of the incident together with supplementary information such as photographs and any evidences or reporting to the authorities required by Thai Law.

In all cases any accidents or incidents will be immediately reported verbally to the TPSC Site Safety Officer or Site Manager.

TPSC will in turn immediately make a verbal notification to the Owners personnel in accordance with the agreed procedure.

The following forms in Section 2.0 (whichever is appropriate to the event) should be used for such reporting:

F011-1	Site Accident / Incident Investigation Form
--------	---

F022-1	Near Miss Report
--------	------------------

23. Confined Space Procedure

Refer to **BPAMR-B-T-PR-0004** Confined space procedure

24. Hot Work Procedure

Refer to **BPAMR-B-T-PR-0005** Hot work procedure

25. Scaffolding Procedure

Refer to **BPLAMR-B-T-PR-0006** Scaffolding procedure

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2. SAFETY RECORD **(Standard Forms – Samples)**

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The following lists the checks and records to be kept by the safety officer of each subcontractor with copy provided to TPSC Safety Officer for conducting cross checks and audits : The numbering will be used to identify the record filed with / by TPSC.

Safety Records File Index

Note : *the Frequency shown may vary according to site condition :*

<u>Number</u>	<u>Item</u>	<u>Frequency</u>
F001-1	Safety Harness inspection / Log <i>(Each company to keep its own record)</i>	Monthly
F002-1	Wire slings inspection <i>(Each company to keep its own record)</i>	Monthly
F002-2	Fiber slings inspection <i>(Each company to keep its own record)</i>	Monthly
F003-1	Erected scaffold inspection <i>(Each company to keep its own record)</i>	Weekly
F004-1	Site induction training <i>(i.e. inductee's acknowledgement)</i>	Each Session
F005-1	Site induction training form <i>(Each company to keep its own record)</i>	Keep current
F006-1	Waste disposal checklist <i>(for construction / erection waste by each SC)</i>	3 Monthly
F007-1	Personal protective equipment checklist	Monthly
F008-1	Vehicle / plant / equipment checklist <i>(Hired or Owned) – (Copy to TPSC)</i>	On arrival at site
F009-1	Tools and lifting tackle checklist <i>(TPSC to audit each Subcontractor)</i>	Monthly
F010-1	Fire prevention checklist	Monthly
F011-1	Site Accident / Incident Investigation Form	When required
F012-1	Gas Cylinder Check List <i>(Site walk down audit)</i>	Monthly
F013-1	Health, safety and welfare – Office Inspection <i>(Incl. Toilets)</i>	Monthly
F014-1	Health, safety and welfare – Workplace Inspection	Weekly
F015-1	Health, safety and welfare – Inspection of Storage Facility	Monthly
F016-1	Health, safety and Welfare – Housekeeping	Weekly
F017-1	Manual Handling Check List	When required
F018-1	Control of Substances Hazardous to Health	When required
F019-1	Portable Appliance Inspection Check List	Monthly
F020-1	Tools & Lifting Tackle Inventory	Monthly
F021-1	HSE Audit Checklist	6 Monthly
F022-1	Safety Incident Report	When required
F023-1	Safety Statistics <i>[i.e. Man hours worked, LTI Record (if any)]</i>	Keep current

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FULL BODY SAFETY HARNESS INSPECTION RECORD

[illegible]

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FULL BODY SAFETY HARNESS CHECK LIST INSPECTION

Malta Dynamics

Company : _____	Date of Inspection : _____
Inspected By : _____	

LABELS & MARKINGS	Pass	Fail
Are labels intact & legible?)	<input type="checkbox"/>	<input type="checkbox"/>
visible?	<input type="checkbox"/>	<input type="checkbox"/>
Are inspections current/up-to-date?	<input type="checkbox"/>	<input type="checkbox"/>
Is date of first use documented?	<input type="checkbox"/>	<input type="checkbox"/>
D-RINGS	Pass	Fail
Signs of deformity present?	<input type="checkbox"/>	<input type="checkbox"/>
Is body of D-Ring damage free?	<input type="checkbox"/>	<input type="checkbox"/>
Free of corrosion?	<input type="checkbox"/>	<input type="checkbox"/>
Free of pitting/nicks?	<input type="checkbox"/>	<input type="checkbox"/>
BODY OF ANCHORAGE	Pass	Fail
Are bars, shafts, housing damage free?	<input type="checkbox"/>	<input type="checkbox"/>
There is no damage/fraying/broken stitching?	<input type="checkbox"/>	<input type="checkbox"/>
Impact indicator shows no signs of deployment?	<input type="checkbox"/>	<input type="checkbox"/>
MATERIAL (WEB OR CABLE)	Pass	Fail
Is there any broken/missing/loose stitching?	<input type="checkbox"/>	<input type="checkbox"/>
Check termination stitching & Splices.	<input type="checkbox"/>	<input type="checkbox"/>
Is webbing length proper length?	<input type="checkbox"/>	<input type="checkbox"/>
Are there any cuts/burns/holes?	<input type="checkbox"/>	<input type="checkbox"/>
Is there any chemical or paint damage?	<input type="checkbox"/>	<input type="checkbox"/>
Does cable show excessive wear?	<input type="checkbox"/>	<input type="checkbox"/>

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NYLON/POLYESTER SLING INSPECTION CHECK LIST

ใบรายการตรวจสอบสภาพสิ่งพิมพ์

Requestor Name : _____
१३/०२/२०१३

Expire Date : _____

[illegible]Inspector Name : _____
 तालिफतगु

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F003-1 ERECTED SCAFFOLD INSPECTION

Tower Number	Location	Date of Check	Company Owning Scaffold	Remark	Signed

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Tower Scaffold Checklist Inspection

Company : _____ Location : _____ Inspection by : _____ Date of Inspection : _____
--

	YES	NO.
1. Are the castors or base in contact with the ground and bearing their share of the weight of the tower and all 4 breaks are applied?		
2. Are the adjustable legs only being used to level the tower and not for gaining height?		
3. Is the tower level in all planes?		
4. Is the tower built on firm and stable ground?		
5. Are stabilizers fitted and are they the correct size for the height of the tower?		
6. Check that the feet are fully in contact with the ground and wing nuts are tight?		
7. Check that the foot of the stabilizer are positioned to form a square?		
8. Check that all handrails and mid guards are fitted in the correct position?		
9. Check that the interlocking device , locking frames together are engaged?		
10. Are the bracings pattern used in accordance with instruction?		
11. Are toe boards fitted to the working platform?		
12. Is the tower to be erected at least 4 meters away from any overhead power lines?		

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F004-1 SITE INDUCTION TRAINING ACKNOWLEDGEMENT

The following subjects will be addressed as applicable to the new worker or new staff of all contractors and sub-contractors on site and visitor to the site. (This list is not exhaustive).

- List of Safety Infringements.
- Safety Signage.
- Construction Accidents.
- Safe Access on Site.
- Work at Height.
- Chemical Hazards.
- Ladder Safety.
- Manual Handling Lifting – Avoid Stretching.
- Crane Safety.
- Good Hoist.
- Electricity.
- Tool / Lifting Equipment Inspection according with Color Code.
- Fire Safety and Awareness.
- PPE
- Work Permit.
- Traffic Vehicles & Plant.
- Worker safety information penalty, it depends on the violations be issued.
- Emergency response plan and practice.

All personnel will sign acknowledgement of receipt of induction training with the following data recorded and copy filed with the TPSC Safety Officer

New Worker – Confirmation of having received Safety Induction			
COMPANY :		INDUCTEE NAME :	
JOB TITLE :		INSTRUCTOR NAME :	
DATE INDUCTION :		INSTRUCTOR SIGNATURE :	
		INDUCTEE SIGNATURE :	

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F005-1 SITE INDUCTION TRAINING**SITE INDUCTION TRAINING REQUISITION FORM**

แบบฟอร์มขอเข้ารับการอบรมความปลอดภัย

Company Name : _____
ชื่อบริษัทTraining Date : _____
วันที่เข้าอบรม

No. ที่	Name ชื่อ - สกุล	Position ตำแหน่ง	Signature ลายเซ็น	Temporary No. บัตรชั่วคราวหมายเลข	Remark หมายเหตุ
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

I undersigned have been inducted on health and safety for safety induction and understand duties and responsibilities on the project including also acknowledge that failure to comply with the foregoing procedure may result in disciplinary procedure.

ข้าพเจ้าได้ลงชื่อเข้าร่วมอบรมความปลอดภัย และเข้าใจบทบาทหน้าที่ความรับผิดชอบ รวมถึงขั้นตอนการไม่ประมาท
ตามข้อกำหนดดังกล่าวจะยึดตามระเบียบปฏิบัติงานของโครงการ

Training By : _____
อบรมโดย ()

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F006-1 WASTE DISPOSAL CHECK LIST

- 1 Who is the person responsible for arranging waste disposal?

Name : _____

		YES	NO
2	Is waste contained?	<input type="checkbox"/>	<input type="checkbox"/>
3	Are waste skips provided?	<input type="checkbox"/>	<input type="checkbox"/>
4	Is waste identified?		
	a) controlled waste	<input type="checkbox"/>	<input type="checkbox"/>
	b) special waste	<input type="checkbox"/>	<input type="checkbox"/>
	c) Special waste (e.g. Oils, Paints, Chemicals)	<input type="checkbox"/>	<input type="checkbox"/>
5	Is the disposal contract with a registered / legal carrier?	<input type="checkbox"/>	<input type="checkbox"/>
6	Is a copy of their registration certificate available on site?	<input type="checkbox"/>	<input type="checkbox"/>
7	Are Transfer Notes (record of collection) available on site?	<input type="checkbox"/>	<input type="checkbox"/>
8	Are copies of disposal site licenses and schedule available on site?	<input type="checkbox"/>	<input type="checkbox"/>

COMPLETED

BY: _____ (SIGN) _____ (PRINT) _____ (DATE)

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F007-1 PERSONAL PROTECTIVE EQUIPMENT CHECK LIST

		YES	NO
1	Have personnel been issued with		
a	Safety helmets	<input type="checkbox"/>	<input type="checkbox"/>
b	Safety boots	<input type="checkbox"/>	<input type="checkbox"/>
c	Overalls	<input type="checkbox"/>	<input type="checkbox"/>
2	Are the following available if required?		
a	Gloves	<input type="checkbox"/>	<input type="checkbox"/>
b	Eye protection	<input type="checkbox"/>	<input type="checkbox"/>
c	Ear protection	<input type="checkbox"/>	<input type="checkbox"/>
d	Face masks	<input type="checkbox"/>	<input type="checkbox"/>
e	Respirators	<input type="checkbox"/>	<input type="checkbox"/>
f	Aprons	<input type="checkbox"/>	<input type="checkbox"/>
g	Full Body Harness and Lanyard	<input type="checkbox"/>	<input type="checkbox"/>

COMPLETED
BY:

____ (SIGN) _____ (PRINT) _____ (DATE)

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F008-1 VEHICLES / PLANT / EQUIPMENT (HIRED OR IN-HOUSE)**CHECK LIST**

No vehicle/plant/equipment will be put to use unless the required current documentation is available and validity is current and it has been inspected by the site manager/supervisor.

SITE : _____

CONTRACTOR USING : _____

SUPPLIER : _____

SERIAL/PLANT No : _____

DATE SUPPLIED : _____

DATE RETURNED : _____

DRIVER/OPERATOR : _____

Tick when checked

- | | | |
|---|---|--------------------------|
| 1 | Driver/operator certificate of training competence | <input type="checkbox"/> |
| 2 | Test Certificate | <input type="checkbox"/> |
| 3 | Last thorough examination certificate
(e.g., 3 months for cranes and lifting machines) | <input type="checkbox"/> |
| 4 | 6 monthly examinations
(chains, ropes and lifting tackle, elevated work platforms) | <input type="checkbox"/> |
| 5 | Form F009-1 (Records of inspections and examinations)
Cranes and lifting appliances (<u>OR</u>) suitable in house documentation) | <input type="checkbox"/> |

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F009-1 TOOLS AND LIFTING TACKLE CHECK LIST

	<u>Check Item</u>	YES	NO
1	Is there an inventory of all Tools and Lifting Tackle?	<input type="checkbox"/>	<input type="checkbox"/>
2	Are all signs and lifting tackle identified?	<input type="checkbox"/>	<input type="checkbox"/>
3	Are current 6 monthly thorough examination certificates Available for all lifting tackle?	<input type="checkbox"/>	<input type="checkbox"/>
4	Are all tools and lifting tackle correctly stored?	<input type="checkbox"/>	<input type="checkbox"/>
5	Is all equipment subject to calibration correctly identified?	<input type="checkbox"/>	<input type="checkbox"/>
6	Are wire and fiber slings inspected Monthly?	<input type="checkbox"/>	<input type="checkbox"/>

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F010-1 FIRE PREVENTION CHECK LIST

		YES	NO
1	Are suitable and sufficient fire extinguishers available?	<input type="checkbox"/>	<input type="checkbox"/>
2	Have they been inspected in the last month?	<input type="checkbox"/>	<input type="checkbox"/>
3	Are there adequate Fire Safety Notices :		
a	Fire Action	<input type="checkbox"/>	<input type="checkbox"/>
b	Fire Station Contact	<input type="checkbox"/>	<input type="checkbox"/>
c	Fire Exit Route	<input type="checkbox"/>	<input type="checkbox"/>
d	Fire Extinguisher Points	<input type="checkbox"/>	<input type="checkbox"/>
e	Extinguisher Colour Code	<input type="checkbox"/>	<input type="checkbox"/>
4	Are gangways/exit routes and emergency exits clear?	<input type="checkbox"/>	<input type="checkbox"/>
5	Is there an emergency procedure?	<input type="checkbox"/>	<input type="checkbox"/>
6	Is there a Fire Warden?	<input type="checkbox"/>	<input type="checkbox"/>
7	Is there an assembly point?	<input type="checkbox"/>	<input type="checkbox"/>
8	Are fire drills carried out?	<input type="checkbox"/>	<input type="checkbox"/>
9	Is there a means of sounding an alarm in the event of an emergency?	<input type="checkbox"/>	<input type="checkbox"/>

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F011-1 SITE ACCIDENT / INCIDENT INVESTIGATION FORM (Sheet 1/2)

1.	Name of Site:	_____		
2.	Site Supervisor:	_____		
3.	Accident / Incident:	Date: _____	Time: _____	_____
4.	Near Miss:	Date: _____	Time: _____	_____
5.	Investigation:	Date: _____	Time: _____	_____
6.	Witnesses:			
	Name	Occupation	Company	
	_____	_____	_____	
	_____	_____	_____	
	_____	_____	_____	

N.B. Written statements must be obtained from witnesses and attached to this report.

7.	Have photographs been taken?	YES / NO
	If NO, state reason	_____

N.B. Written statements must be obtained from witnesses and attached to this report

8.	Work in progress at the time of accident: (Use separate sheet, if necessary)	_____

9.	Cause of accident: (Use separate sheet if necessary)	_____

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F011-1 SITE ACCIDENT / INCIDENT INVESTIGATION FORM (Sheet 2/2)

10. Plant / equipment in use at the time: (e.g., lifting gear/appliances, scaffold, tools, etc. Obtain copies of all certification and serial numbers).

11. Has the plant / equipment been quarantined? YES / NO
12. Is there a risk assessment? YES / NO
13. Is there a method statement? YES / NO
14. Were current procedures being followed? (Attach copies of procedures). YES / NO
15. Has the Health, Safety & Environmental Manager been notified? YES / NO
16. Has incident been reported? (to authorities according to Thai Law) YES / NO
17. Preventive/corrective action required as a result of investigation (use separate sheet if necessary)

I hereby declare that the above statement and particulars are correct.

Signature: _____

Date: _____

Name: (Print) _____

Copies to: HS&E Manager

Date sent: _____

Administration Manager

Project Manager

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F012-1 GAS CYLINDERS CHECK LIST

		YES	NO
1	Are cylinders stored correctly?	<input type="checkbox"/>	<input type="checkbox"/>
2	Are Cylinders secured?	<input type="checkbox"/>	<input type="checkbox"/>
3	Are flash back arrestors fitted?	<input type="checkbox"/>	<input type="checkbox"/>
4	Have hoses and attachments been inspected?	<input type="checkbox"/>	<input type="checkbox"/>
5	Are correct hoses, clips and fittings being used?	<input type="checkbox"/>	<input type="checkbox"/>
6	Have gauges and regulators been inspected?	<input type="checkbox"/>	<input type="checkbox"/>
7	Are danger and warning notices posted?	<input type="checkbox"/>	<input type="checkbox"/>
8	Are all correctly marked?	<input type="checkbox"/>	<input type="checkbox"/>

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F013-1 HEALTH, SAFETY AND WELFARE CHECK LIST

Name of company / Facility : _____

Area(s) Inspected

A Office(s)

--	--

B Mess Room(s)

--	--

C Toilet/Washing Facilities

--	--

D Other : _____

--	--

	√ If applicable	YES	NO
1 Are the premises suitable?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 Are they sufficiently ventilated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Is there sufficient lighting?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 Is the area / facility kept clean and is it hygienic?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 Is waste material allowed to accumulate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 Are there sufficient suitable sanitary conveniences?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7 Are there suitable and sufficient changing facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8 Are there adequate supplies of drinking water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9 Are there suitable and clean facilities for the consumption of food	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10 Is access/egress sufficient within the space and kept clear?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11 Emergency exit, is it clear and identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12 Emergency lighting is it available and working (test to confirm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13 Are fire alarms / notices available & clearly identified / displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14 Fire extinguishers; are they : a) sufficient? b) at each exit? c) charged?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15 Safety files / records (are they available and up to date?)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16 First Aid Box (is it available and properly stocked?)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17 Rubbish Bins are sufficient available and emptied daily?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18 A/C & Ventilation is it working and office temperature comfortable?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19 Personnel records are they available and up to date?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20 Other :	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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F014-1 HEALTH, SAFETY AND WELFARE & HOUSEKEEPING AT:
WORKPLACE – INSPECTION SHEET

Item Checked	√ If it applies	Good	Poor
1 Access and egress clear and safe Note : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 Lighting Note : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Housekeeping / tidiness Note : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 Fire extinguishers available (if required) Note : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 Safety signs / notices displayed? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 Equipment / machinery / tool guards in place? (i.e.not removed) Note : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7 Gas cylinders are secured upright with gauges & in safe condition? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8 Scaffold / ladders (are secure and tagged)? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9 Excavation / holes are protected to prevent falling in or collapse? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10 Storage of equipment / materials is tidy and not an obstruction? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11 Is P.P. equipment available (e.g. eye wash, breathing aids, etc) Note : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12 Personnel are wearing / using appropriate PPE for the activity Note : _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other : _____ _____ _____			

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F015-1 HEALTH, SAFETY AND WELFARE AT:
STORAGE FACILITY – INSPECTION SHEET

Item Checked	YES	NO
1 Is there a nominated store keeper? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
2 Is there an inventory of all equipment/tools/lifting tackle? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
3 Is the issue of equipment/tools/lifting tackle controlled? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
4 Is all equipment/tools/lifting tackle identified? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
5 Are hazardous substances correctly stored (in a metal cabinet)? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
6 Are safety signs posted? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
7 Is there an inventory of all hazardous substances? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
8 Are their product data and assessment sheets available to personnel? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
9 Do store personnel/handlers have and use protective equipment/clothing? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
10 Other? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>

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F016-1 HEALTH, SAFETY AND WELFARE – SITE HOUSEKEEPING

Item Checked	YES	NO
1 Are there sufficient rubbish bins around site?	<input type="checkbox"/>	<input type="checkbox"/>
2 Scrap wood:		
(i) Are all protruding nails removed or made safe in scrap wood?	<input type="checkbox"/>	<input type="checkbox"/>
Note : _____		
(ii) Is scrap wood stored in a segregated area, or removed from site?	<input type="checkbox"/>	<input type="checkbox"/>
Note : _____		
3 Are cable drums stored and chocked?	<input type="checkbox"/>	<input type="checkbox"/>
Note : _____		
4 Is rubbish/debris removed to a waste skip?	<input type="checkbox"/>	<input type="checkbox"/>
Note : _____		
5 Is the waste skip regularly emptied?	<input type="checkbox"/>	<input type="checkbox"/>
Note : _____		
6 Is scrap metal segregated for disposal?	<input type="checkbox"/>	<input type="checkbox"/>
Note : _____		
7 Is ground free of hazardous protruding objects such as rebar, wire?	<input type="checkbox"/>	<input type="checkbox"/>
Note : _____		
8 Are temporary steps, cross-over bridges clear and free of obstruction?	<input type="checkbox"/>	<input type="checkbox"/>
Note : _____		
9 Other	<input type="checkbox"/>	<input type="checkbox"/>
Note : _____		

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_____ (PRINT) _____ (DATE) _____

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F017-1 MANUAL HANDLING CHECK LIST

Item Checked	YES	NO
1 Is manual handling being avoided where possible? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
2 Have manual handling operations been identified? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
3 Has an initial appraisal of the operations been carried out to determine the risk of injury? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
4 Has a full Risk Assessment been carried out of unavoidable risky operations? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
5 Have you taken the necessary steps to avoid injury? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
6 Have personnel involved in manual handling had the necessary training and instruction? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
7 Has sufficient information been obtained about the loads to facilitate safe handling? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>
8 Have you taken into account the individuals circumstances before allocating him/her to activities that could involve significant manual handling operations? Note : _____	<input type="checkbox"/>	<input type="checkbox"/>

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F018-1 CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH

Inventory of Substances in use on/stored on this site by contractor/ & subcontractors:

PRODUCT NAME	MSDS	CONTRACTOR WHO IS HOLDING / USING	ASSESSMENT SHEET ON SITE Y/N

COMPLETED

BY: (SIGN)

_____ (PRINT) _____ (DATE) _____

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F019-1 PORTABLE APPLIANCE INSPECTION CHECK SHEET

Name of company / Facility : _____

Appliance Description: _____

Asset No.: _____

Area or Site Location: _____

NOTE: Ensure that this sheet is attached to the portable appliance test certificate.

Prior to any electrical testing of the appliance a visual inspection MUST be done. If the appliance fails on any of the following, and cannot be easily brought up to standard, e.g., tightening a loose connection, then it should be recorded as having 'Failed' and this should be entered into the appliance test box. A 'FAIL' tag is then to be attached until faults are rectified.

NOTE : - A 'Failed' appliance must be removed from service, and not used until it has been repaired and retested.

VISUAL INSPECTION

Carry out visual inspection of the appliance for the following :-

	Good	Repair
(a) Case/covers for signs of damage	<input type="text"/>	<input type="text"/>
(b) Cable for signs of damage	<input type="text"/>	<input type="text"/>
(c) Cable at each end for signs of damage & security of glands	<input type="text"/>	<input type="text"/>
(d) Confirm the appliance plug is undamaged	<input type="text"/>	<input type="text"/>
(e) Confirm fuse rating is correct where applicable	<input type="text"/>	<input type="text"/>
(f) Insulation Test Results	L <input type="text"/> MΩ	N <input type="text"/> MΩ
(g) Cable continuity Test Results	<input type="text"/> Ω	
(h) Earth continuity Test	<input type="text"/> Ω	

Remark : _____

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F020-1 TOOLS AND LIFTING TACKLES INVENTORY

Check the following are in place for all items: -

YES**NO**

1 Is all lifting tackle identified / numbered?

☐☐

2 Are current 3 monthly thorough examination certificates available

☐☐

3 Are all tools and lifting tackle correctly stored?

☐☐Items to include in inventory are torque spanners, D-shackles, lifting chains, eye bolts, etc.

Description	Identity Number	Test Cert Y/N	Exam Cert Y/N	Remarks

COMPLETED

BY: (SIGN)

(PRINT)

(DATE)

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F021-1

TPSC (Thailand) Co., Ltd HEALTH, SAFETY & ENVIRONMENT (HSE) AUDIT CHECKLIST / REPORT			
Audited Department / Site:		Audited Section	Audit No.:
			Date of Audit:
Auditors:		Audited Standard / Procedure: Company HSE Manual – Issue Number _____	
No.	Audited System Element	Audit Findings	Action / Remarks
G G1 G2 G3	General Check results of previous HSE audits Corrective Actions complete Status of ongoing corrective actions		
1	HSE Documentation <i>Availability of Current issues of the HSE Manual, HSE Plan, Procedures</i> <i>Availability of contractual HSE standard requirements</i> <i>Availability of relevant statutory HSE standard requirements</i> <i>Others</i>		
2	Leadership and Administration <i>Policy Support</i> <i>Inspection Tours</i> <i>Group Meetings</i> <i>HSE Audits</i> <i>Safety Awards</i> <i>Others</i>		
3	Employee Training and Communication <i>Induction Training</i> <i>Fire Fighting, Breathing Apparatus, First Aid / Safety Courses attendance and Participation</i> <i>Awareness and display of Company HSE Policy</i> <i>HSE Awareness Posters / Communication</i> <i>Others</i>		

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TPSC (Thailand) Co., Ltd HEALTH, SAFETY & ENVIRONMENT (HSE) AUDIT CHECKLIST / REPORT			
Audited Department / Site:			Audit No.:
No.	Audited System Element	Audit Findings	Action / Remarks
4	Planned Inspections <i>Monthly Safety Inspections</i> <i>Pre-use Equipment Inspection</i> <i>Others</i>		
5	Accident / Incident Investigation / Analysis <i>Accident Reports</i> <i>Results of Investigations</i> <i>HSE Performance Statistics</i> <i>Others</i>		
6	Personnel Protective Equipment <i>Issue and Inventory</i> <i>Compliance by Personnel</i> <i>On site evidence</i> <i>Training records</i> <i>Others</i>		
7	Hazardous Materials Control <i>Health Hazards Identification and Actions</i> <i>Toxic / Hazardous Substances identification</i> <i>Storage in Colored Bins</i> <i>Others</i>		
8	Environmental Protection <i>Assessment of impact by Project Manager</i> <i>Contractual & Legal Obligations complied with</i> <i>Awareness by Key personnel</i> <i>Others</i>		
9	Subcontractor Personnel and Equipment <i>Compliance with planned HSE requirements</i> <i>Others</i>		

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TPSC (Thailand) Co., Ltd HEALTH, SAFETY & ENVIRONMENT (HSE) AUDIT CHECKLIST / REPORT			
Audited Department / Site:			Audit No.:
No.	Audited System Element	Audit Findings	Action / Remarks
10	Equipment Control & Maintenance <i>Master List of Equipment / Register</i> <i>Pre-use Equipment Checks</i> <i>Green Squaring where applicable</i> <i>Maintenance / Servicing records</i> <i>Yard Stores Tidiness</i> <i>Others</i>		
11	Emergency Procedures <i>Emergency Plans / Procedures available</i> <i>Posted at Prominent Places</i> <i>Emergency Alarms</i> <i>First Aid Kit Complete and available at pertinent locations</i> <i>Fire Extinguishers – Available and valid for use</i> <i>Training</i> <i>Marshalling Points</i> <i>Others</i>		
12	Risk Management <i>Associated risks identified and down</i> <i>Potential Hazards identified</i> <i>Corrective Actions Taken</i> <i>Risk Control / Retention awareness</i> <i>Others</i>		
13	Permit to Work System <i>Contractual Obligations complied with</i> <i>Trained supervisors available</i> <i>Others</i>		
14	Housekeeping <i>Site Tidiness and Housekeeping</i> <i>Store tidiness and Materials lying outside</i> <i>Yard Housekeeping</i> <i>Storage of Gas Cylinders</i> <i>Storage of Drums</i> <i>Storage of Empty Containers</i> <i>Others</i>		

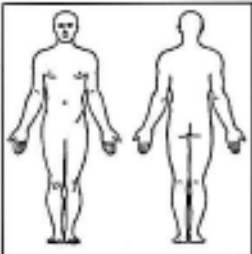
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F022-1

SAFETY INCIDENT REPORT																												
TYPE OF REPORT			REPORT NO :																									
<input type="checkbox"/> Medical Treatment	<input type="checkbox"/> First Aid Case	<input type="checkbox"/> Dangerous Occurrence																										
<input type="checkbox"/> Safety Incident	<input type="checkbox"/> Environmental Incident	<input type="checkbox"/> Lost Time Accident																										
<hr/>																												
INITIAL INFORMATION																												
Date :	Time :																											
Location :	Number of Person Involved :																											
1. Name of Person :	Age :	ID Card No :																										
Employer :	Occupation :																											
2. Name of Person :	Age :	ID Card No :																										
Employer :	Occupation :																											
Name of Person Initiating Report :																												
Employer :	Occupation :																											
<hr/>																												
1. INVESTIGATION																												
.....																												
.....																												
.....																												
.....																												
2. MEDICAL DETAIL : N/A																												
<u>Parts of body affected</u>																												
<div style="display: flex; align-items: flex-start;"> <div style="flex: 1;">  </div> <div style="flex: 3;"> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Head</td> <td><input type="checkbox"/> Ears</td> <td><input type="checkbox"/> Eyebrow</td> <td><input type="checkbox"/> Nose</td> <td><input type="checkbox"/> Neck</td> </tr> <tr> <td><input type="checkbox"/> Mouth</td> <td><input type="checkbox"/> Spine</td> <td><input type="checkbox"/> Back</td> <td><input type="checkbox"/> Chest</td> <td><input type="checkbox"/> Lung</td> </tr> <tr> <td><input type="checkbox"/> Abdomen</td> <td><input type="checkbox"/> Internal</td> <td><input type="checkbox"/> Shoulder</td> <td><input type="checkbox"/> Arm</td> <td><input type="checkbox"/> Elbow</td> </tr> <tr> <td><input type="checkbox"/> Hand</td> <td><input type="checkbox"/> Nail</td> <td><input type="checkbox"/> Fingers</td> <td><input type="checkbox"/> Waist</td> <td><input type="checkbox"/> Buttock</td> </tr> <tr> <td><input type="checkbox"/> Pelvis</td> <td><input type="checkbox"/> Thigh</td> <td><input type="checkbox"/> Feet & Toe</td> <td><input type="checkbox"/> Multiple Injuries</td> <td></td> </tr> </table> </div> </div>				<input type="checkbox"/> Head	<input type="checkbox"/> Ears	<input type="checkbox"/> Eyebrow	<input type="checkbox"/> Nose	<input type="checkbox"/> Neck	<input type="checkbox"/> Mouth	<input type="checkbox"/> Spine	<input type="checkbox"/> Back	<input type="checkbox"/> Chest	<input type="checkbox"/> Lung	<input type="checkbox"/> Abdomen	<input type="checkbox"/> Internal	<input type="checkbox"/> Shoulder	<input type="checkbox"/> Arm	<input type="checkbox"/> Elbow	<input type="checkbox"/> Hand	<input type="checkbox"/> Nail	<input type="checkbox"/> Fingers	<input type="checkbox"/> Waist	<input type="checkbox"/> Buttock	<input type="checkbox"/> Pelvis	<input type="checkbox"/> Thigh	<input type="checkbox"/> Feet & Toe	<input type="checkbox"/> Multiple Injuries	
<input type="checkbox"/> Head	<input type="checkbox"/> Ears	<input type="checkbox"/> Eyebrow	<input type="checkbox"/> Nose	<input type="checkbox"/> Neck																								
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<input type="checkbox"/> Pelvis	<input type="checkbox"/> Thigh	<input type="checkbox"/> Feet & Toe	<input type="checkbox"/> Multiple Injuries																									
<u>Instruction to injured person : N/A</u>																												
<input type="checkbox"/> Return to Work	<input type="checkbox"/> Home Rest	<input type="checkbox"/> First Aid	<input type="checkbox"/> Referred to Hospital																									
<u>Classification : N/A</u>																												
<input type="checkbox"/> Fatality	<input type="checkbox"/> First Aid	<input type="checkbox"/> Medical Treatment	<input type="checkbox"/> Lost Time																									

B.Grimm Power (AIE-MTP)

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3. CAUSE OF DANGEROUS : N/A

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Machinery / Plant | <input type="checkbox"/> Come Flying | <input type="checkbox"/> Hot Substances | <input type="checkbox"/> Hazardous substances |
| <input type="checkbox"/> Hydrotest system | <input type="checkbox"/> Electricity | <input type="checkbox"/> Slips / Falls | <input type="checkbox"/> Handling Material |
| <input type="checkbox"/> Hand Tools | <input type="checkbox"/> Fire Explosions | <input type="checkbox"/> Radiation | <input type="checkbox"/> Striking Against Objects |
| <input type="checkbox"/> Dust in Eyes | <input type="checkbox"/> Falls From a Height Over 2 Meters | | <input type="checkbox"/> Other, Specify |

4. ACTUAL ACTIVITY LEADING TO DANGEROUS

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Lifting | <input type="checkbox"/> Driving | <input type="checkbox"/> Welding | <input type="checkbox"/> Handling Hazardous Materials |
| <input type="checkbox"/> Operating Plant | <input type="checkbox"/> Dismantling | <input type="checkbox"/> Burning | <input type="checkbox"/> Machinery |
| <input type="checkbox"/> Assembling | <input type="checkbox"/> Breaking Material | <input type="checkbox"/> Scaffolding | <input type="checkbox"/> Loading / Unloading |
| <input type="checkbox"/> Cleaning | <input type="checkbox"/> Hydro testing | <input type="checkbox"/> Flushing | <input type="checkbox"/> Climbing / Descending |
| <input type="checkbox"/> Painting | <input type="checkbox"/> Working at Height | <input type="checkbox"/> Working at Depth | <input type="checkbox"/> Blasting |
| <input type="checkbox"/> Manual Handling | <input type="checkbox"/> Walking | <input type="checkbox"/> Digging | <input type="checkbox"/> Other, Specify: |

5. POSSIBLE IMMEDIATE CAUSE

- | | | |
|---|--|---|
| <input type="checkbox"/> Failure in Supervision | <input type="checkbox"/> Poor Housekeeping | <input type="checkbox"/> Inadequate / Inappropriate PPE |
| <input type="checkbox"/> Failure to Follow Procedures | <input type="checkbox"/> Substance Abuse | <input type="checkbox"/> Work Near Live Power Line |
| <input type="checkbox"/> Improper Manual Handling | <input type="checkbox"/> Failure to Wear PPE | <input type="checkbox"/> Faulty Tools / Equipment |
| <input type="checkbox"/> Insufficient Time for Task | <input type="checkbox"/> Failure to Use | <input type="checkbox"/> Inadequate Misuse of Equipment |
| <input type="checkbox"/> Inadequate Warning Devices | <input type="checkbox"/> Fatigue / Illness | <input type="checkbox"/> Insufficient Equipment |
| <input type="checkbox"/> Insufficient Personnel | <input type="checkbox"/> Poor Lighting | <input type="checkbox"/> Failure Heed Warning |
| <input type="checkbox"/> Failure Safety Device | <input type="checkbox"/> Other, Specify: | |

6. ROOT CAUSE

- | | | |
|---|--|--|
| <input type="checkbox"/> Inadequate Knowledge | <input type="checkbox"/> Inadequate Skill | <input type="checkbox"/> Inadequate Equipment |
| <input type="checkbox"/> Inadequate Supervision | <input type="checkbox"/> Inadequate Planning | <input type="checkbox"/> Inadequate Mental Capability |
| <input type="checkbox"/> Inadequate Maintenance | <input type="checkbox"/> Inadequate Motivation | <input type="checkbox"/> Inadequate Scheduling of Task |
| <input type="checkbox"/> Inadequate Procedures | <input type="checkbox"/> Inadequate PPE | <input type="checkbox"/> Inadequate Management Support |
| <input type="checkbox"/> Inadequate Understanding | <input type="checkbox"/> Negligence | <input type="checkbox"/> Violation |
| <input type="checkbox"/> Other, Specify: | | |

7. WITNESSES

Name	Position	Company	Signed	Date

8. REMEDIAL ACTION

Action To Be Taken	Responsible Person	Completion Date

Completed by : _____ Position : _____ Signed : _____ Date : _____

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F023-1 SAFETY STATISTIC – MANHOURS & LTI LOG SHEET (Sample Format)

DATE	NUMBER OF WORKERS / CONTRACTOR							TOTAL MANPOWER	TOTAL MANHOURS	TOTAL ACCUMULATED MANHOURS	LTI (HRS)
	TPSC	NWR (Civil)	SCC1 (Civil)	SC (M&E)	SC (SWYD)	SC (F/F)	SC (HVAC)				

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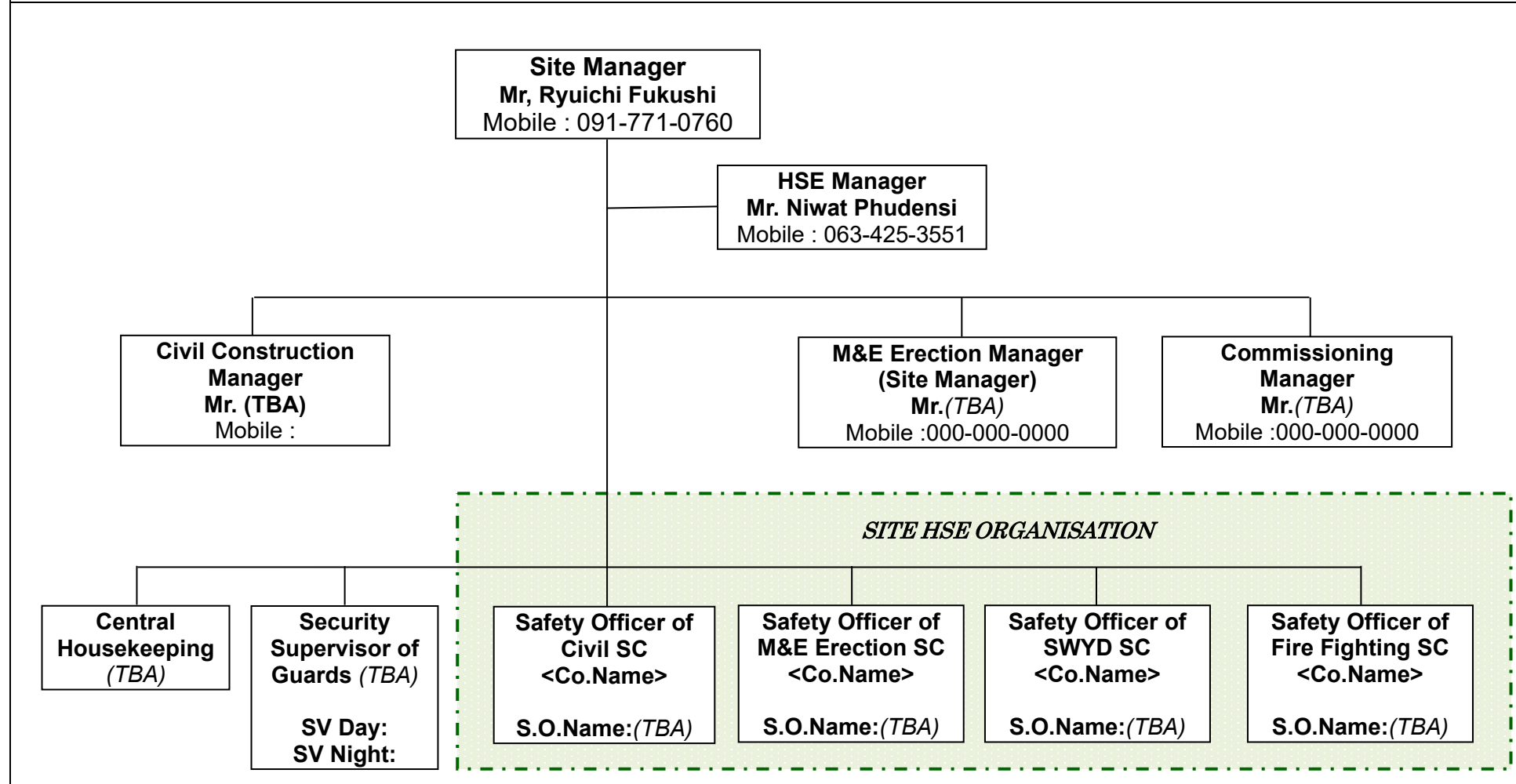
ATTACHMENT – 2

SITE HSE CONTROL ORGANIZATION CHART

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Thailand / B.Grimm Power Laem Chabang 1 Project



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ATTACHMENT – 3

SITE ACCESS PLAN

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SUBMIT LATER

B.Grimm Power (AIE-MTP)


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ATTACHMENT – 4

SAFETY SIGN BOARD / POSTER (Samples)






















เครื่องหมายห้าม
PROHIBITION SIGNS

 ห้ามสูบบุหรี่ No smoking PR 01 30 x 45	 ห้ามจุดไฟ No naked light PR 02 30 x 45	 ห้ามเข้าก่อนได้รับอนุญาต Do not enter PR 03 30 x 45	 ห้ามใช้น้ำดับไฟ Do not extinguish with water PR 04 30 x 45	 ห้ามมีสุนัขในบริเวณโรงงาน Do dogs PR 05 30 x 45
 ห้ามใช้รถยก No fork lift trucks PR 06 30 x 45	 ห้ามหยอดน้ำมัน ขณะเดินเครื่องจักร Do not oil PR 07 30 x 45	 ห้ามและต้อง ขณะเครื่องจักรกำลังทำงาน Do not to use this machine PR 08 30 x 45	 ห้ามสัมผัสเครื่องกำลังมีการปฏิบัติงาน Do not touch men working PR 09 30 x 45	 กรณีเพลิงไหม้ห้ามใช้ลิฟท์ In the event of fire do not use this lift PR 10 30 x 45
 ห้ามรับประทานอาหาร No eating PR 11 30 x 45	 ห้ามดื่มน้ำ Not drinking water PR 12 30 x 45	 ห้ามเปิดน้ำ No opening water PR 13 30 x 45	 ห้ามใช้บันได Do not use ladders PR 14 30 x 45	 ห้ามเปลี่ยนล้อขัดให้เป็นต้นแบบ Do not change grinding wheels PR 15 30 x 45
 ห้ามใช้หลอดดื่ม No mouth pipetting PR 16 30 x 45	 ห้ามให้บริการ ห้ามซ่อมเครื่อง Do not service machines PR 17 30 x 45	 ห้ามผ่านบริเวณที่ Scaffolding in complete do not use PR 18 30 x 45	 ห้ามสวมรองเท้าแตะ No slipper PR 19 30 x 45	 ห้ามถ่ายรูป No take a photo PR 20 30 x 45
 ห้ามจอดรถ No parking PR 21 30 x 45	 ห้ามออก No exit PR 22 30 x 45	 ห้าม สูบบุหรี่ No smoking ห้าม ดื่มน้ำ No drinking ห้าม รับประทานอาหาร No eating PR 23 30 x 45	 ห้ามสูบบุหรี่ No smoking ห้ามจุดไฟ No naked light PR 24 30 x 45	



เครื่องหมายบังคับ

MANDATORY SIGNS

 ข้อปฏิบัติกรณีเกิดเพลิงไหม้ FIRE ACTION 1. ผู้พบเห็นเหตุการณ์ (Any person, discovering a fire) 2. กดสัญญาณแจ้งเหตุเพลิงไหม้ (Sound the alarm) 3. โทรแจ้งหน่วยงานที่เกี่ยวข้อง (To call operator at _____) 4. ทำการดับเพลิงในขั้นต้นโดยใช้อุปกรณ์ดับเพลิงในบริเวณ (Attack the fire if possible using the appliances provided)	 ระวังอย่าเข้าใกล้ Keep away	 ต้องสวมหมวกนิรภัย Wear helmet	 ต้องสวมใส่หน้ากาก Wear masks
MA 0 60 x 80	MA 01 30 x 45	MA 02 30 x 45	MA 03 30 x 45
 ต้องสวมใส่น้ำกาทันใบหน้า Wear face shield	 ต้องสวมใส่อุปกรณ์หายใจในที่นี้ Respirators must be worn in this area	 ต้องสวมใส่อุปกรณ์ป้องกันเสียงในที่นี้ Ear Protectors must be worn in this area	 ต้องสวมใส่เครื่องป้องกันสายตา Eye protection must be worn
MA 04 30 x 45	MA 05 30 x 45	MA 06 30 x 45	MA 07 30 x 45
 ต้องสวมใส่ชุดป้องกันสารเคมี Wear protective clothing	 ต้องยกของด้วยท่าที่ถูกต้อง Lift correctly	 ต้องรัดเข็มขัดนิรภัย Wear seat belts	 ต้องสวมใส่ที่คลุมหัว Wear hairnets
MA 09 30 x 45	MA 10 30 x 45	MA 11 30 x 45	MA 12 30 x 45
 ต้องปิดสวิตช์เมื่อไม่ใช้งาน Switch off when not in use	 ต้องสวมรองเท้ากันลื่นในที่นี้ Protective footwear must be worn in this area	 ต้องสวมรองเท้าป้องกันอันตรายจากไฟฟ้า Wear antistatic footwear	 ต้องสวมใส่ถุงมือในที่นี้ Hand protective must be worn in this area
MA 14 30 x 45	MA 15 30 x 45	MA 16 30 x 45	MA 17 30 x 45
 ต้องสวมครอบป้องกันอันตราย Use guards	 จัดวัสดุให้ถูกต้องปลอดภัย Stack correctly	 ต้องสวมครอบป้องกันอันตรายชนิดปรับได้ Use adjustable guard	 ต้องใส่กุญแจตลอดเวลา Keep locked
MA 19 30 x 45	MA 20 30 x 45	MA 21 30 x 45	MA 22 30 x 45
 ให้สัญญาณแตร Sound horn	 กรุณาปิดประตู Keep locked shut		
MA 18 30 x 45	MA 23 30 x 45		



เครื่องหมายเตือน

WARNING SIGNS



WA 0

60 x 80



WA 01

30 x 45



WA 02

30 x 45



WA 03

30 x 45



WA 04

30 x 45



WA 05

30 x 45



WA 06

30 x 45



WA 07

30 x 45



WA 08

30 x 45



WA 09

30 x 45



WA 10

30 x 45



WA 11

30 x 45



WA 12

30 x 45



WA 13

30 x 45



WA 14

30 x 45



WA 15

30 x 45



WA 16

30 x 45



WA 17

30 x 45



WA 18

30 x 45



WA 19

30 x 45



WA 20

30 x 45



WA 21

30 x 45



WA 22

30 x 45



WA 23

30 x 45



เครื่องหมายเตือน

WARNING SIGNS



WA 24 30 x 45



WA 25 30 x 45



WA 26 30 x 45



WA 27 30 x 45



WA 28 30 x 45



WA 29 30 x 45



WA 30 30 x 45



WA 31 30 x 45



WA 32 30 x 45



WA 33 30 x 45



WA 34 30 x 45



WA 35 30 x 45



WA 36 30 x 45



WA 37 30 x 45



WA 38 30 x 45



WA 39 30 x 45



WA 40 30 x 45



WA 41 30 x 45



WA 42 30 x 45



WA 43 30 x 45



WA 44 30 x 45



WA 45 30 x 45



WA 46 30 x 45



WA 47 30 x 45



WA 48 30 x 45



เครื่องหมายสภาวะปลอดภัย

SAFE CONDITION SIGNS



SA 0

60 x 80



SA 01

20 x 40



SA 02

20 x 40



SA 03

20 x 40



SA 04

40 x 55



SA 05

30 x 60



SA 06

30 x 60



SA 07

30 x 45



SA 08

30 x 45



SA 09

30 x 45



SA 10

30 x 45



SA 11

30 x 45



SA 12

30 x 45



SA 13

30 x 45



SA 14

30 x 45



SA 15

30 x 45



SA 16

30 x 45