

ภาคผนวกที่ 7

เอกสารแผนการบำรุงรักษา และดูแลการทำงานของเครื่องจักร



2023 COO SHE Plan (MMT / OPS / SPS / OCP)																
Element	Description	Frequency / Minimum Requirements	Participants	Deliverables / Evidence	2023											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1.0	Leadership and Commitment Theme - Strengthen Leadership & Commitment to SSHE by visible demonstration for continuous improvement															
1.1	Safety Walk about Audit	Monthly	Supervisor +	Safety Walk about Report	C	C	C	C	C	c	p	p	p	p	p	
1.2	Start all Meeting With SHE Moment	100% completion	All	Minute of Meeting	C	C	C	C	C	c	p	p	p	p	P	
1.3	Parciltplate SHE Activity Organized By SHE Corporate	As Plan	Top Management (VP+)/Committee	Implement as planned						c						
1.4	SHE Committee Meeting (SPS/OPS/OCP/MMT)	1 Times / month	SHE Steering Board/Committee	Minute of Meeting	C	C	C	C	C	c	p	p	p	p	P	
1.5	Chairman Of Investigation Committee as Required by Incident Management STD.	AS Required	Top Managemen (VP+)r/Committee	Imvestigation Report	C	C	C	C	C	c	p	p	p	p	P	
2.0	Policy , objectives, resources and planing															
2.1	COO Annual SHE plan Development	1Time(s)	Endosed by SHE Council/SHE Corporate	2024 SHE plan											p	
2.2	Ensure COO SHE Plan signed by CEO. and monitoring and results tracking	1/Year	SHE Site / รุ.	Sign SHE Plan											P	
2.3	Achieve compulsory SHE trainings as required by law and SHE MS (As SHE Training Plan)	100% completion	SHE Site / รุ.	Training records	C	C	C	C	C	c	p	p	p	p	P	
2.4	SHE Communication And Implementation SHE THEME ; 2023 Note: อ้างานรณ SHE Corporate	2 Times / Year	SHE Site / รุ.	% Implement as planned					C							
2.5	Promote safety campaign and implementation plan Note: อ้างานรณ SHE Corporate	100% completion	SHE Site / รุ.	Implement as planned			C									
2.6	Communicate Policy Objectives Mission Vision , SHE MS	1Time(s)	Endosed by SHE Council	Minute of Meeting											p	
3.0	Evaluation and Risk Management															
3.1	Develop Operating Assets SHE Risk Assessment Map (SPS/OPS/OCP/MMT)	1Time(s)	SHE Site / รุ.	Risk Assessment Map									P			
3.2	Compled EIA Evaluation As Plan (MMT)	100% completion	SHE Site / รุ.	EIA Evaluation Report		C				c						
4.0	Implementation , monitoring and control															
4.1	Conduct SOC coaching to crew / staff to ensure qaulity SOC submission	Monthly & Quarterly	SHE Site / รุ.	SOC Report	C	C	C	C	C	c	p	p	p	p	P	
4.2	Send Monthly SOC Report to Corporate Safety	Monthly	SHE Site / รุ.	SOC Report	C	C	C	C	C	c	p	p	p	p	P	
4.3	Conduct Emergency exercise SPS/OPS/OCP/MMT (Fire Drill / Spill Drill)	2 time / year	SHE Site / รุ.	Exercise/drill report							p				P	
4.4	Send Monthly SHE Report (SPS/OPS/OCP/MMT) to Corporate	First Week	SHE Site / รุ.	SHE Report	C	C	C	C	C	c	p	p	p	p	P	
4.5	Implement SHE Risk Martrix	Monthly	SHE Site / รุ.	Report	C	C	C	C	C	c	p	p	p	p	P	
4.6	Environmental Monitoring Report (SPS/OPS/OCP)	1 times / year	SHE Site / รุ.	Report				C								
4.7	EIA Monitoring Report , MMT	2 times / year	SHE Site / รุ.	Report		C									P	
4.8	Crane inspection (SPS/OPS/OCP/MMT)	By Laws	SHE Site / รุ.	Report							p				p	
4.9	Building inspection (SPS/OPS/OCP/MMT)	1 times / year	SHE Site / รุ.	Report										p		
4.10	Fire protection equipment inspection (SPS/OPS/OCP/MMT)	Monthly	SHE Site / รุ.	Report	C	C	C	C	C	c	p	p	p	p	P	
4.11	Safety Officer in each level / Safety Committee	Monthly	SHE Site / รุ.	Report	C	C	C	C	C	c	p	p	p	p	P	
4.12	Update Safety Communication (Boards, E-mail and etc.)	Weekly	SHE Site / รุ.	Summary report	C	C	C	C	C	c	p	p	p	p	P	
4.13	Safety Exhibitions/ SHE Day	1 times / year	Safety officer/Committee	Summary report						c						
4.14	สงวนขณลณภณนย (SPS/OPS/OCP/MMT)	Yearly	SHE Site / รุ.	report	C						p					
4.14.1	รายงาน จป.ว (SPS/OPS/OCP/MMT)	Quarterly	SHE Site / รุ.	report	C						p					
4.14.2	รายงานแจ้งผลตรวจสภาพพื้นความคิอปกติ ผลส.1	Yearly	SHE Site / รุ.	report	C						p					
4.14.3	รายงานผลการทรรวจปริมาณและความเข้มข้นซึ่งสารเคมีในอากาศ (ถล.3) SPS/OPS/OCP/MMT	Yearly	SHE Site / รุ.	report						c						
4.14.4	รายงานรายละเอียดของสารเคมีในโรงงาน (ถล.1)	Yearly	SHE Site / รุ.	report	C											
4.14.5	ข้อมูลการปฏิบัติงานบนเรือหรือขบวนรถคนดล OSL	Yearly	SHE Site / รุ.	report										p		
4.14.6	ส่งแผนหรือมติเพื่อระบุเน้นคำวธิี	Quarterly	SHE Site / รุ.	report		C				c				p		
4.14.7	รายงานผลการฝึกซ้อมเหตุฉุกเฉิน	Yearly	SHE Site / รุ.	report	C											
4.15	Report and monitor new leading and lagging SHE KPI's (SPS/OPS/OCP/MMT) (i.e. Complete SHE related reports such as , SSHE Statistic Report, and etc)	100% completion	SHE Site / รุ.	Monthly SHE KPI's report	C	C	C	C	C	c	p	p	p	p	P	
5.0	Review and Audit															
5.1	Monitor SHE MS audit closure action within agreed time frame / Report progress to SHE Corporate	100% completion	SHE Site / รุ.	Audit Report	As per Agreed Due Date											
5.2	Audit closure action within agreed time frame (Eg. Permit to Work Audit,Crane inspection, Law Requirement Audit , Regulatory Audit)	100% completion	SHE Site / รุ.	Audit Report	As per Agreed Due Date											
5.3	Implement audit findings / Corrective action data base and Tracing system	100% completion	SHE Site / รุ.	Data base	As per Agreed Due Date											
5.4	Maintain 5S Implementation Audit closure action within agreed time frame	100% completion	SHE Site / รุ.	Audit Report	As per Agreed Due Date											

Signature:

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