
APPENDIX TO PO

HEALTH, SAFETY AND ENVIRONMENT REQUIREMENT

1. GENERAL REQUIREMENT

- 1.1 The Contractor shall ensure that the Contractor, its subcontractors, tradesmen, and general workers comply to **Health, Safety and Environment (HSE)** requirements implemented by MMS QHSE and relevant authorities.
- 1.2 The Contractor shall ensure that all tasks/activities are managed and carried out safely and As Low As Reasonable Practicable (ALARP). The Contractor shall submit documented arrangements which are necessary to manage identified Health, Safety and Environmental risks associated with the Contractor's activities.
- 1.3 The Contractor must possess **valid and recognized** respective competence certification and equipment certificates for its employees, workers and the planned equipment and has met the minimum requirements of the Health Safety and Environment Laws and Regulations implemented by the relevant authorities.
- 1.4 Prior to executing the work, Contractor shall conduct adequate **risk assessment** and all mitigation measures adopting the relevant authorities' regulations. All risk assessment and mitigation shall be incorporated into written work procedures and Job Hazard Analysis (JHA) which will be required to be submitted and reviewed by MMS QHSE Department.
- 1.5 It is MMS' requirement that all near miss, incidents, including occupational illnesses no matter how trivial, **must be reported** to MMS' representative the soonest as it is safe to do so. Contractor shall ensure that its personnel are aware of this mandatory requirement.
- 1.6 Contractor shall be responsible to investigate professionally all incidents that occur during the performance of the work. The investigation report shall be made available to MMS' representative. Contractor shall also be responsible for assisting in accident investigations if so required.
- 1.7 Prior to the signing of the Contract, Contractor shall submit, where applicable, an incident notification/investigation and reporting procedures that will be reviewed and acceptable by MMS QHSE Department.
- 1.8 Contractor shall be responsible to ensure that all their personnel are familiar with **Permit to Work (PTW)** system. The key personnel are to be trained and qualified as PTW signatories [ie Applicant (work site supervisor), PTW area signatory and PTW authorizer].

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- 1.9 Prior to the performance of any work operation, Contractor shall implement and submit **Job Hazard Analysis (JHA)** of the specific operations as HSE precaution to eliminate or minimize against hazards exposure on a specified job. The JHA methodology shall include the following:
- a) Study the job and develop basic steps;
 - b) Identify the hazards on each step;
 - c) Identify the HSE precautions to be taken against each job step;
 - d) Record the JHA and inform all workers of the hazards and precautions to be taken during toolbox talks.
- 1.10 Contractor shall ensure all tools and equipment which are to be used in MMS premises are inspected accordingly before use.
- 1.11 Contractor shall ensure that all Contractor's heavy vehicles, machinery, equipment and other items associated with or utilized in the work are **fit for purpose**, well maintained and comply with laws, regulations., Defective machineries and equipment that has expired certifications are strictly prohibited from being operated during the performance of the work.

2 SAFETY OFFICER

Contractor shall at own cost provide at least one qualified Safety officer or a Supervisor who is competently trained with valid safety certificates, who will be responsible to provide guidance and advice pertaining to Health, Safety and Environment protection of works. The Safety Officer / Supervisor shall guide the Contractor management of hazard assessment and mitigation with equal diligence being paid to fulfillment of the contractual technical specifications.

3 SAFETY REPORT

Contractor will be required to submit HSE reports to MMS and the report shall include but not limited to:

- a) Incident/accident statistics (monthly and at the end of contract);
- b) Manhours worked (monthly and at the end of contract).

4 PERSONNEL PROTECTIVE EQUIPMENT (PPE)

The Contractor shall, at its own cost, provide and ensure all the necessary Personal Protective Equipment (PPE) for the Contractor, its subcontractors, tradesmen, and general workers are worn at all times during the execution of the activities as stated in the Risk Assessment. MMS reserves the right to impose a 'STOP WORK' order on the Contractor if the Contractor's personnel fails to wear their PPE or fails to comply to any HSE requirement imposed by the relevant authorities and

by MMS during the execution of the operations. The PPE, where applicable, shall include but not limited to the following items:

- a) Coverall with company name / logo
- b) Fire-Retardant / Sandblasting Coverall
- c) Safety Life Jackets
- d) Head Protection
- e) Foot Protection
- f) Hand Protection
- g) Eye Protection
- h) Respiratory Protection
- i) Breathing Apparatus
- j) Working at Height Safety Equipment

It is recommended that the Contractor acquires Inflatable Personal Floatation Device (PFD) for their employee that is suitable for conducting the various work-related activities for which the life jacket is intended to support, to ensure that the Life Jacket and/or PFD has been designed to not impact the ergonomics (ease of mobility and light weight) of conducting the activity safely.

For work on Vessels for MMS, it is a requirement that the Life Jacket and/or PFD is equipped with self-righting capability and that the self-righting Life Jacket and/or PFD performs to the required standard.

5 SAFETY DATA SHEET (SDS)

In the event where chemicals are involved in the operation, the Contractor shall submit the **Safety Data Sheet (SDS)** specifying the hazards and controls associated with the chemicals being utilized during the operation.

6 WASTE MANAGEMENT

In terms of management of the waste produced by the associated activities, the Contractor shall be responsible to ensure that the wastes are segregated, collected and managed properly and complying to the relevant authority's requirement.

7 HSE INTERVENTION

7.1 MMS' representatives or his designated representatives shall have the right to intervene the commencement of works or to stop any works in progress if the equipment, machinery, personnel or work conditions are considered unsafe or not in compliance with the relevant authorities and MMS rules, regulations and procedures.

7.2 In the event of serious or repeated HSE violations and infringements, MMS may terminate the contract without compensation.

8 HEALTH CHECK AND TEST

- 8.1 The Contractor shall, at their own cost, ensure that their personnel, tradesman, general workers, and subcontractors perform the necessary health check prior to deployment and/or work execution at site. MMS reserves the right to reject any of the Contractor's personnel, tradesman, general workers, and subcontractors shall they be deemed unfit to work.
- 8.2 This also applies to any pandemic situation where all personnel are required to perform daily health check / test imposed by MMS and/or the relevant authorities prior to the entry to MMS premises and/or execution of any work. The Contractor shall, at its own cost, provide health screening kits approved by Brunei Ministry of Health (MOH) to conduct the test on its workers and subcontractors. MMS reserves the right to refuse the Contractor entry to MMS premises if the result of the test is deemed unsatisfactory or inconclusive and MMS may request the Contractor to conduct additional test from approved institution. All cost incurred as a result of the additional test / screening shall be borne by the Contractor.

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