



# HSE NEWS

## WORKING FOR YOU TO KEEP YOU SAFE

### Latest HSE Statistics YTD

	2014	2015
Workplace fatalities	0	0
Non-work related fatalities	0	0
Non-accidental deaths (NADs)	0	0
Lost Time Injuries (LTIs)	0	0
All injuries (excluding first aid cases)	0	0
Motor Vehicle Incidents (MVIs)	0	0
Roll over - MVIs	0	0
Serious MVIs	0	0
Lost Time Injury Frequency (LTIF)	0	0

### Life Saving Rules Violations

YTD	
Journey management	0
Speeding/GSM	0
Seatbelts	0
Overriding safety device	0
Working at heights	0
Permit	0
Confined space	0
Lock out tag out	0
Drugs and alcohol	0
Gas testing	0
Smoking	0
Suspended Load	0

### Vehicle Class A/B Defect

YTD	
Class A	0
Class B	0

### HSE TIP

HSE Competence - As an assessor, ensure that the individual is actually ready for the assessment and agree the date of the assessment.

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## Important News

Section 3: Organisation, responsibilities, resources, standards			
Organisation - Commitment and Communication: item 3 [i]			
None	Periodic HSE meetings for special operations only	HSE meetings performed on a regular basis at management and supervisor level	In addition to C, are assigned to national basis
⊙	⊙	⊙	⊙
Competence and Training of manager/supervisors/ senior site staff/HSE Advisers item 3 [ii]			
specialized staff training	HSE training assigned to a specific person on location	HSE training applied to management but not comprehensively covered	HSE training all relevant respective
⊙	⊙	⊙	⊙
Competence and General HSE training: item 3 [iii] [a]-[d]			
mal programme	Verbal instruction on company procedures only	Employee handbook provided and supervisor outlines, explains and demonstrates new employee's job	All un follow new inc ei
⊙	⊙	⊙	⊙
ed training and additional training for HSE qualified staff: items 3 [iv] [a], [b] and			
ning established	On-site basic training conducted occasionally	HSE training is given for specialized operations, but routine conducted	

The role of managing HSE in contracts towards achieving Goal Zero is highly significant since the contractor work accounts for more than 90% of PDO's total manhour exposure. Most of the exposure hours are of a high or medium HSE risk in nature. During 2006-2014, contractors accounted for 97% of all incidents, 94% of all work-related Lost Time Injuries and most of the work-related fatalities.



The management of HSE in contracts, therefore, is a critical element in saving lives at work and improving the HSE performance of PDO. PDO continues to focus on improving critical HSE areas of business through:

- Contract Holder-ship, including HSE competence of contract staff
- Contractor HSE Selection, commonly known as evaluation or banding
- Enhancing CEO roles through assurance processes, such as a Letter of Assurance (LOA).

## What You Need to Know

### HSE Competence:

Contract Holder-ship-Competence is key to consistent management of HSE in contracts. PDO strives, through a Competence Assurance framework, to ensure that contract staff are knowledgeable in the contract process. HSE workshops are conducted and the sessions are mandatory for contract staff.

### HSE Workshops:

The PDO HSE workshops have been developed to address: organisation, responsibilities, resources and HSE requirements; the HSE Risk Management Framework; Hazard Effect Management Process (HEMP) for significant risks and HSE cases; and to integrate HSE into business plans and procedures.

### Letter of Assurance:

An LOA is a web-based letter sent to all contractors in February each year. Contractor senior management are then required to respond formerly to a simple questionnaire with a focus on the implementation of the contractor HSE management system.



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### HSE Advice Note

#### Key Contract Documents

MSE is the owner of important documents related to HSE in the contracts process. PDO staff are referred to the procedure PR1171 (Part 1) as this includes details of all the requirements for HSE management across the phases of a contract from planning to close-out. Contractors can learn about the contract HSE requirements by referring to PR1171 (Part II) C-09 (GU-140). This is one of the most important documents in the contracting process. The C-09 details the HSE requirements against a specific scope of work. The contract staff, together with the MSE12 team, use the guidance document (GU) 140 and by completing the guidance document the C-09 is produced.

**BANDING** - Contractor HSE Selection. Which is commonly known as evaluation or banding. HSE banding is an established process and presents a 'Go' or 'No-Go' report as part of the technical evaluation of contractors. The process includes the evaluation of the HSE management system. All contractors managing a medium or high-risk contract will be evaluated.

The results will provide a green, amber or red ranking. The evaluation process is designed to measure the Health, Safety and Environment Management System (HSEMS) of any company from a new start to a developed organisation.

If anyone requires advice regarding HSE documents, C-09 development, risk assessment of a contract or other HSE-contract related items then please contact MSE12

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