

SAFETY FIRST

Issue No: 4

June 2016



My Dear Colleagues and Friends,



As the auspicious month of Ramadan starts, may the crescent-shaped moon brighten your path toward enlightenment and may almighty bless you with peace and grace.

Wishing you a Happy Ramadan!

The highest standard of safety is achieved and sustainably maintained if we are all proactive rather reactive to any safety related concerns and issues. I request each and every one of you to cultivate inherent safety within yourself and to all your team members. Let's work together and make our workplace the safest workplace every single day.

Abdullah Ali D. Husain

Chief Executive Officer



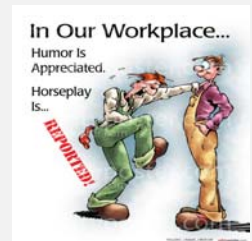
Improving Safety through
Empowering Employees

NO JOB
IS SO IMPORTANT
& NO SERVICE IS
SO URGENT
THAT WE CANNOT
TAKE TIME TO
PERFORM OUR WORK
SAFELY

Know the Safety Terms

Horse Play:

Horseplay means rough fun. Horseplay is usually a friendly, physical way to let off steam. But that type of fooling around is dangerous on the job because most accidents are caused by unsafe acts—and horseplay itself is an unsafe act.



Toolbox Talk

A Toolbox Talk is an informal group discussion that focuses on a particular safety issue. Toolbox talks intended to facilitate health and safety discussions on the job site.



Lockout- Tagout (LOTO)

Lockout-Tagout (LOTO) or lock and tag is a safety procedure which is used in industry to ensure that dangerous machines are properly shut off and not able to be started up again prior to the completion of maintenance or servicing work.



Safety Theme: General Sun Safety Tips

As the peak summer is up ahead, it's good to follow few safety tips. Strong sunlight and extremely hot temperatures can be dangerous to your health. While extreme heat can put everyone at risk from heat illnesses, health risks are greatest for older, infants and young children, and those who have chronic illnesses or are physically impaired.

Dress for the weather: wear loose-fitting, light-colored clothing made from breathable fabric.

Stay hydrated: drink plenty of cool liquids, especially water, **before you feel thirsty** to decrease your risk of dehydration.

Avoid sun exposure: wear a wide-brimmed, breathable hat or use an umbrella.

Wear sunglasses: make sure they provide protection against UVA and UVB rays.

Limit your time in the sun: especially between 11:00 a.m. and 3:00 p.m.

Use sunscreen: with a Sun Protection Factor of at least 15. The sunscreen should also say "broad-spectrum" on the label, to screen out most of the UVA and UVB rays. Remember, sunscreen will protect against the sun's ultraviolet (UV) rays, but not from the heat.

Monthly Safety Report:

- No major safety related incidents was reported last month except for a water leak from the cooling system inside the office on 31st may 2016 which was readily attended by the concerned team.
- CEO conducted a safety meeting on 11th may 2016 with all the employees and discussed about the emergency scenarios in the work place. The Emergency evacuation plan for the AENG office floor in the EVT tower was officially released in the meeting.
- Operation meeting was held on 22nd may 2016, where in safety related issues and concerns pertaining to daily operations were discussed.
- Emergency exit signs, lights are being installed in the office floor and a temporary emergency assembly area board was installed outside the building.
- The EVT building was energized by SECO and hence everyone was requested to be in touch with electrical department to perform any electrical related work. Everyone was advised not to touch any loose cables and wires in the building.
- Electrical work permit form was release and is used by the operation team to perform any electrical related works. Latest Near Miss/Incident/accident report form and NCR form were released and saved in the common share.
- The working hours for the employees working in the direct sun was changed as per the government regulations and requirements.
- There was zero loss time and down time because of work related injuries, as nothing was reported by operations team.
- All the safety related documents and reports shall be stored in the link [\\80max-file-serv\qhse](#)



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