



# HEALTH, SAFETY & ENVIRONMENT (HSE) @WATERFRONT

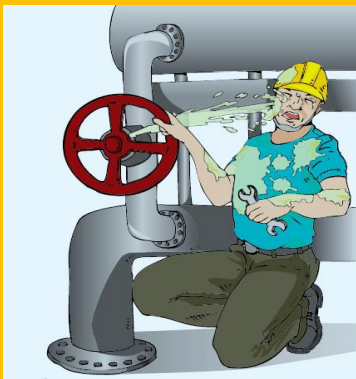
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*"The real enemy of safety is not non-compliance but non-thinking."*

*Safety Quotes*



## FIRST EDITION OF TRI-ANNUAL HSE NEWSLETTER FOR 2015

**HSL HSE TEAM** is pleased to announce the launch of the tri-annual Health, Safety & Environment (HSE) Newsletter for 2015. This newsletter will provide our fellow colleagues of informational content on HSE topics, new implementations, updates, alerts and sharing.

2015, we will embark to another level of operation with new improved HSE system, culture, leadership, commitments and objectives.

HSL HSE Team is dedicated to assist all fellow employees, in improving workplace safety. Together; we will make 2015 more successful and memorable than previous years.

**WE ARE ALL EMPOWERED TO BUILD  
A GREATER HSL FOR A BETTER WORLD** 🌱

## HEALTH & SAFETY (H&S) STEERING COMMITTEE 2015

The committee is chaired by a nominated representative of senior management and will serve as the chairman on a six month term before the next nominee takes over. Participated by Project Managers, HODs and their Safety Leads, with the latter representing respective workforce, the corporate Safety committee meeting will be held once a month in HSL HQ. The responsibilities of the H&S Steering Committee members shall be but not limited to, as follows:

- To study accident statistics and trends so as to identify unsafe practices and conditions.
- To promote health and Safety awareness on project sites.
- To discuss the monthly Safety report.
- To conduct Safety inspections and take follow up actions on issues arising from the Safety inspections.
- To perform such duties as are gazette under the WSH (Safety Committee) Regulations.
- To plan and organize Safety promotional activities.
- To review all accidents, dangerous occurrences and near misses.
- To discuss and review all Safety related matters and its processes.
- To highlight feedback from workers.

## SAFETY STRATEGIC PATH TOWARDS SAFETY IMPROVEMENTS

**A SPATE OF INCIDENTS AND FINDINGS** from safety observations in HSL projects recorded in Year 2014 showed that there were not much safety ownership and control at project level by Front Line Leaders (FLL).

A Safety Improvement Action Plan for 2015 is developed with the objectives to improve safety culture and prevent further accidents or harm in HSL projects aligning with one of our HSL Values; **NO HARM TO OTHERS**.

Three areas of improvements were identified to drive the safety improvements and a list of action plans was then established.

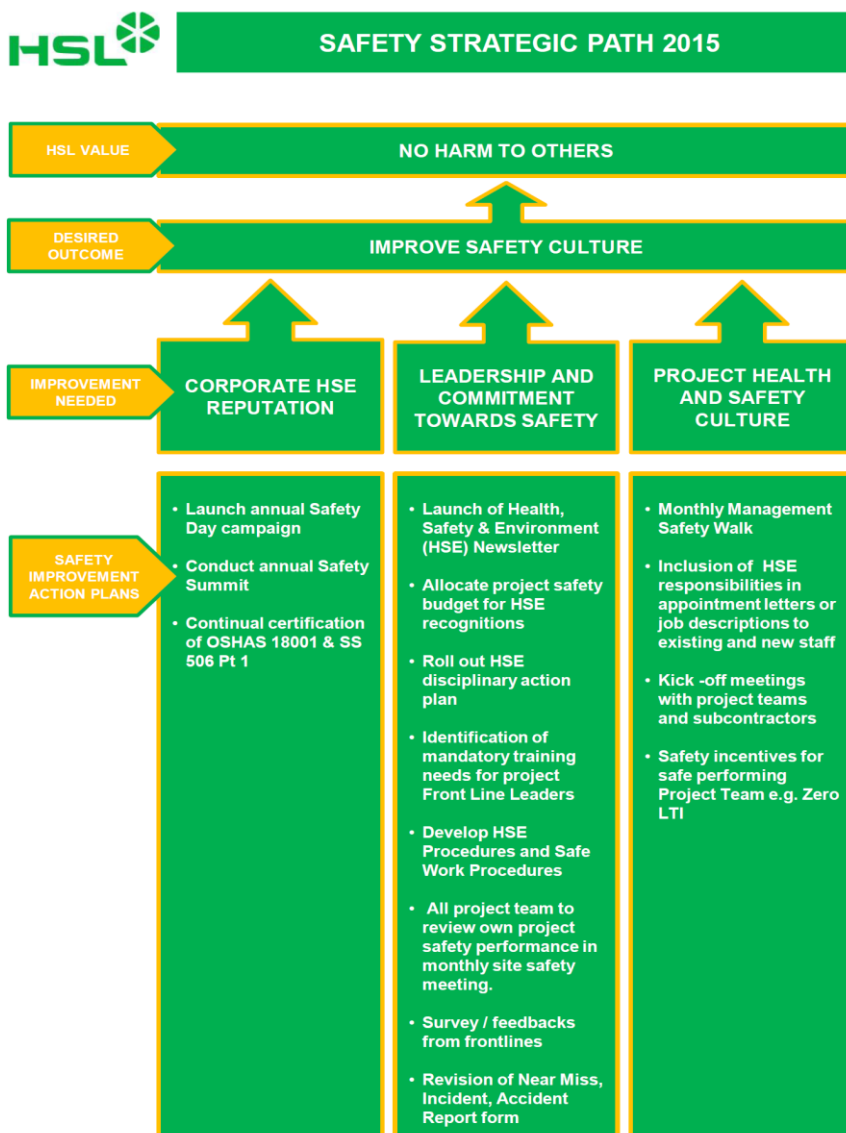
Below illustrate the safety strategic path towards the desired value.



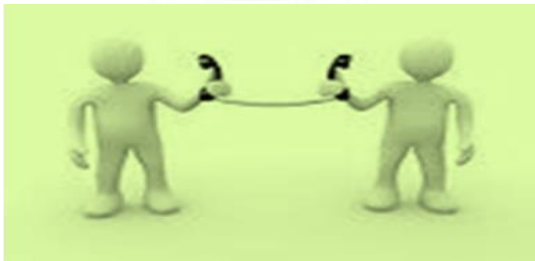
*“No project, no matter how critical, is worth a lost finger, a blinded eye, or tragic loss of life.*

*When safety becomes the primary guideline for progress, all parties reap the rewards of a job well done and done safely”*

### Safety Quotes



## HSE PROCEDURE IMPLEMENTATIONS



### HSE IMPLEMENTATION 1:

#### SITE ACCIDENT NOTIFICATION FLOW CHART

##### OUR EXPERIENCE:

Accident reporting timelines has been disappointing as some incidents / accidents were not reported to the management till late.

**TIMELY ACCIDENT REPORTING** is important for better management of incidents & accidents. A delay in reporting can delay medical treatment to the employee or rectification to the property, possibly aggravating the injury or property damage sustained. The management has to be informed of the nature or extent of the accident so that necessary resources and mitigations can be provided.

A site accident notification flowchart was developed demonstrating the bottom-up reporting of accidents processes within thirty (30) minutes grace period.

### HSE IMPLEMENTATION 2:

#### HSE DISCIPLINARY ACTION PROCEDURE

##### OUR EXPERIENCE

Different sets of disciplinary action taken by project management against violating employees were observed and to some extent, minimal or no action were taken at all.

**A STANDARDISED HSE DISCIPLINARY ACTION** is required in order for HSL to improve our HSE culture and performance, holding every level of employee accountable with regards to HSE.

The procedure was developed to ensure that the HSL rules and safe working practices are taken seriously by employees and are actually followed. It lets employees know how serious HSL expects them to operate in relation to the goals of our safety and health program. And it provides guidelines on the necessary disciplinary actions the project management can take if individuals do not meet the HSE expectations. The employee's supervisor and all members of management are responsible for the enforcement of this disciplinary program.





## PROJECTS UPDATE – LEO+/SILVER PROJECT



### PROJECT TITLE:

Leverage Ethylene Oxide (LEO) & Shell Improving Lives Visibly in Emerging Regions (SILVER) Project

### OWNER:

Shell Eastern Petroleum (Pte) Ltd

### EPCM:

Chiyoda S'pore (Pte) Ltd

### START DATE:

April 2013

### COMPLETION DATE:

26 Mar 2015

(Including demolition of temporary facilities)

### CHALLENGES & ACHIEVEMENTS:

Project started with slight hiccups on compliances due to stringent safety and quality requirements from clients. The team also faced last minute changes in construction design. But the team quickly got up and aligned themselves with the requirements.

Upon its completion, the project ran for more than 114 weeks and by end of February, the team achieved 1,297,175 safe exposure hours, **finishing strong** in Safety!

# SAFETY FIRST!!



***Congratulation LSV Project Team!***



1<sup>st</sup> Milestone-  
150,000  
Safe Man  
Hours  
Celebration



Monthly  
Health Day –  
Healthy Buns  
for Tea-  
Breaks



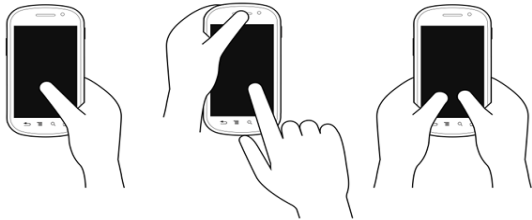
BUSS  
Structure  
Foundation  
Works at  
SILVER-P



Fire  
Extinguisher  
inspection  
training by  
Supervisor to  
new workers

## HEALTH, SAFETY & ENVIRONMENT FOCUS - GOOD HABITS OF SMART PHONES

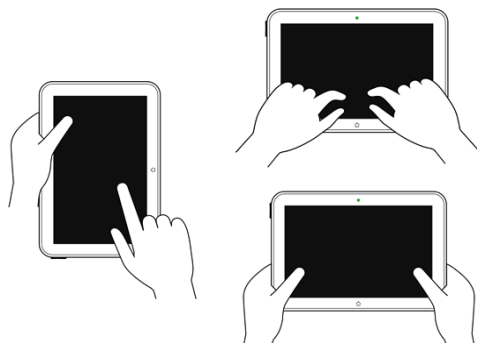
1. Like with sitting, the best ergonomic posture for smart phones is to change your grip posture to ensure load rotation.



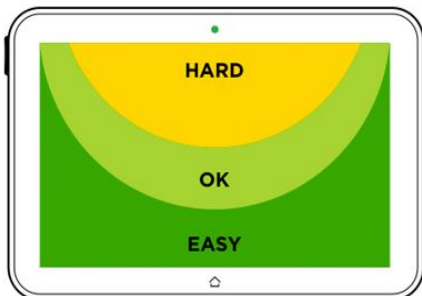
2. In addition, please be aware of different areas of the phone and try to stay within the easy range during heavy phone use.



3. Good Habits of Tablets  
Like with sitting, the best ergonomic posture for Tablets is to change your grip posture to ensure load rotation.



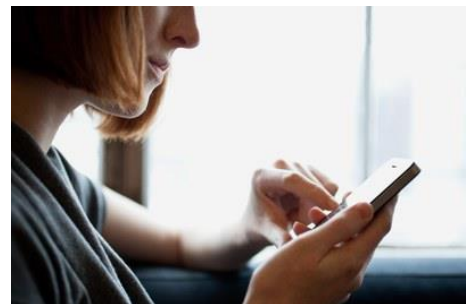
4. In addition, please be aware of different areas of the tablet and try to stay within the easy range during heavy tablet use.



5. Make sure you have a hands-free option to remove static and awkward postures when talking on the phone



6. Alternative between use of finger and thumbs to reduce repetitive thumb pain and awkward thumb movement



7. Avoid excessive gripping on the smartphone to reduce strain on the fingers, thumb and wrist while holding the device. You should be able to touch your middle finger and thumb around the phone. Maintain good posture while using the phone

### Smartphone Eye-gonomics



8. For every 30 minutes of use, take 1-2 min stretch break



WORKPLACE SAFETY AND HEALTH COUNCIL SHARING – WORKING WITH HAZARDOUS MATERIALS

## WORKING WITH HAZARDOUS MATERIALS FIRST AID PROCEDURE



### Rinse mouth with water

- Rinse mouth with water if worker has accidentally swallowed or drank a chemical.
- Do not induce vomiting and send worker to hospital as soon as possible.



### Wear the correct personal protective equipment

- Check the Safety Data Sheet (SDS) and wear the correct personal protective equipment (PPE) at all times.
- PPE should be maintained and stored properly.

### Rinse eyes with running water

- Rinse eyes with running water for at least 15 minutes.
- Seek medical treatment IMMEDIATELY.



### Rinse exposed skin surface

- Remove clothing that is contaminated by chemicals.
- Rinse the exposed skin surface with running water for 10 minutes or more.
- Seek medical help IMMEDIATELY.



### Move to safe area

- Move the injured worker to a safe area if he has inhaled poisonous gas.
- Perform cardiac pulmonary resuscitation (CPR) if worker is not breathing.
- Seek medical aid IMMEDIATELY.

Visit [www.wshc.sg](http://www.wshc.sg) for more information.

*Do you have a suggestion on how we can improve our HSE newsletter?  
Tell us what you like best about the newsletter and how we can make it even better.*

*Send your feedback or comments to [asri@hsl.com.sg](mailto:asri@hsl.com.sg)*