



GASONET SERVICES LIMITED

HEALTH, SAFETY & ENVIRONMENT POLICIES

HSE & LIFE SAVER RULES



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1. SCOPE AND APPLICATION

CONTRACTOR are the key stakeholder and an integral part of **GASONET** business. **CONTRACTOR'S** Quality, Health, Safety and Environment (QHSE) performance reflects on the **COMPANY'S** business performance and reputation. **GASONET** has established QHSE Management Systems, Procedures & Guidelines to ensure compliance with **GASONET's** QHSE requirements. These requirements apply to all jobs whilst conducting work for **GASONET** including; Project, Construction, Operation & Maintenance, Field Operations and Services within any given contract or agreement.

The overall objective of QHSE management in contract/agreement is to improve the company and **CONTRACTOR'S** QHSE performance in all aspects of activities. Active and on-going participation by both the **GASONET** and **CONTRACTOR** is essential to achieve this objective.

2. RESPONSIBILITIES

- It is responsibility of **GASONET** management and staffs to ensure that all **CONTRACTORS** work under their direction & control are provided with relevant Integrated Management System (IMS) Policies, Procedures & Guidelines that describe the **GASONET** requirements for undertaking work within the **COMPANY**. It is also the responsibility of **CONTRACTORS** to ensure that their staff are informed of and comply with **GASONET's** requirement whilst working for the company.
- **GASONET** HSE department provides advice and assistance on QHSE requirements across the complete spectrum of all work activities. Contract Owner (Department Head) and Contract Holder (Work in-charge) are responsible to ensure safe execution of work/service include the following:
 - Ensuring that the QHSE Policy, Procedures & Guidelines are known and understood by all **CONTRACTORS'** staff and work force
 - Monitoring, Inspecting & Auditing execution of work, activities to ensure adherence to the QHSE compliance requirements
 - The **CONTRACTORS'** will take the responsibility for implementation of **GASONET's** QHSE Policy, Procedures, Guidelines and other requirements with the advice and support of the **GASONET's** Contract Owner / Contract Holder and HSE representative.
- **CONTRACTOR** to ensure that all aspects of QHSE are adequately addressed and implemented in accordance with the QHSE requirements and QHSE Management Plan, which shall include the management processes and activities to be implemented during the course of work.
- **CONTRACTOR** shall be responsible for ensuring that adequate HSE resources are put in place to enable satisfactory implementation of QHSE Management Plan.

- This responsibility also applies to ensure the Health and Safety of the people are directly and indirectly engaged / involved whilst working or present at GASONET's work area / sites.

3. MOBILIZATION

- Post selection and awarding of **CONTRACT**, **GASONET** shall arrange a kick-off meeting with **CONTRACTOR** where **GASONET** team members Contract Owner (CO), Contract Holder (CH) & HSE representative) will discuss on QHSE Management aspects / plan and requirements in order to make sure that **CONTRACTOR** and their team are fully understand the expectation of **GASONET**. During the meeting, QHSE Management Plan shall be discussed and agreed between **GASONET & CONTRACTOR**.
- **CONTRACTOR** shall ensure that all tools, tackles, equipment, machineries & instruments are adequately deployed and are 'Fit for Purpose'. Pre mobilization checks/inspection shall be carried out by **GASONET** team for the same before the start of work.
- **GASONET** emphasizes on the importance of the Health and Fitness of all staff/work force deployed at **GASONET** work sites. Contractor/Service provider shall adhere to medical check-up as per the GASONET Health check-up matrix (as applicable)
- A proper HSE orientation and training will be organized by GASONET for the **CONTRACTOR** workforce before the start of work; under no circumstances should the **CONTRACTOR** commence the work unless they have undergone the HSE training (as applicable)
- **CONTRACTOR** shall ensure that all their staff/work force are provided required Personal Protective Equipment (PPEs) as per GASONET PPE matrix (as applicable)
- **CONTRACTOR** shall ensure all required emergency arrangements like Medical treatment, FIRST AID box and Firefighting equipment (as applicable).

4. EXECUTION

- **CONTRACTOR** shall follow and comply with GASONET "Work Permit" system
- During work execution and activities, **GASONET** team will regularly monitor and evaluate the performance of the **CONTRACTOR** to identify the shortfalls and weaknesses and assist to improve the overall performance including QHSE performance
- We believe that everyone at GASONET, Employees, Contractors, Service providers and Associates have the right to go home safely to their families.

QHSE Defaults and Penalties (As applicable)		
SN	Description	Penalty amount (will be decided by Contract Owner)
1	LTI (Loss Time Injury)	Refer penalty matrix for further details
2	Non-compliance - HSE Engineer	
3	Un authorized work	
4	Work without PTW/WA	
5	Non-compliance - Safety Training Card (STC)	
6	Non-compliance - Health Checkup	
7	Non-compliance – PPEs	

Remark: Issuance of MEMO against HSE non compliances including above mentioned defaults shall be decided by Contract Holder

5. **EMERGENCY RESPONSE PROCEDURES-** CONTRACTOR shall be responsible for the establishment and implementation of emergency procedures related to the work. CONTRACTOR shall consult with OWNER to ensure appropriate interface with the procedures. CONTRACTOR shall submit OWNER, within 15 days from the date of commencement of contract, the details of its provisions and procedures with organogram for proposed actions in the event of;

- An incident involving serious injury or death to any member of the team.
- A major incident involving third party equipment.
- Any release of chemicals or hydrocarbons to the local environment.
- Any Natural calamities.

CONTRACTOR shall ensure competency of his personnel in its emergency response procedures through a programme of drills and testing and shall submit the report to OWNER.

CONTRACTOR shall participate in an emergency response exercise, whenever required.

6. FIRE SAFETY

- a. CONTRACTOR must ensure the installation and maintenance of adequate equipment, material and devices for fire-fighting. However, periodic refilling, testing & calibration of such equipment owned by OWNER shall be carried out at his cost & risk.
- b. On each site, there must be sufficient fire-fighting equipment, both in the central construction site installations and on the site itself. Particularly in places, where work is being carried out with an increased fire hazard, such as welding and grinding work, cladding work or the use of inflammable products, particular attention must be given to installing fire-fighting equipment beforehand.
- c. All fire-fighting equipment must be in good condition and must always bear a valid inspection stamp. Any fire-fighting equipment that fails to meet these conditions must be removed immediately from the site. The approval of fire-fighting equipment is to be renewed each year, unless otherwise indicated by the Recognised Inspection Organisation.
- d. All fire-fighting equipment must always be located at immediately accessible place in case of incident.
- e. The storage of material and equipment or the parking of vehicles or placing of installations in front of fire-fighting equipment is therefore strictly forbidden.
- f. All vehicles shall be fitted with an approved (and regularly serviced) fire extinguisher. Fire extinguishers are located at OWNER's strategic points. All personnel must ensure that they have access to a suitable fire extinguisher before beginning an operation. All personnel must be familiar with the use / operation of firefighting equipment. No vehicle must be allowed in vicinity of the hazardous area, and if so, suitable spark / flame arrester must be ensured. In fire-hazard areas, all detonation sources must be avoided, unless, specifically agreed by OWNER and/ or its representative, the use of radios, cameras and video cameras is expressly forbidden.
- g. At the end of work, the site must be checked for possible fire-hazard situations.
- h. CONTRACTOR shall ensure that a trained firefighting personnel is available at site.

7. EXCAVATION WORK

Hard barricading (protective Barricading):

- i. Hard Barricades shall be erected to prevent personnel, animal & equipment from inadvertently been Exposed to a hazard.
- ii. A physical structure of metal tubes with GI sheet shall be used to prevent or restrict access to an area.

iii. GI sheet with metal tubes for support is mandatory. Where solid barricades are used they shall be accompanied with signs to communicate the hazard information.

iv. As appropriate, barricade tape shall be used to highlight the existence of the barricaded area.

Working Pits and Trenches

Shoring Up and Forming Banks

- a. Earthworks, both for raising and excavating, must be carried out in such a way that collapsing is prevented.
- b. The stability of the pit or trench walls should be ensured by installing a bank profile or shoring, as the excavation work demands. A construction drawing with calculations shall be submitted to the OWNER and / or its representative upon simple request.
- c. The condition of the walls and any shoring must be checked on a daily basis, in any case on every occasion before work activities begin in the pit or the trench.
- d. Suitable materials must be used for the shoring of walls with regard to both mechanical strength and resistance to seepage. The use of compressed fibre plates is strictly forbidden for the shoring of excavation walls.
- e. It is also strictly forbidden to use the trestles of the shoring walls for hanging or supporting equipment or material.

Opportunities for Escape

- a. Any excavation of a pit or trench with a depth of more than 1.5 metres and in which work will be carried out should be provided with a sufficient number of ladders to offer the personnel working in the excavation the possibility of rapid evacuation.
- b. In working pits and trenches that are deeper than 4 metres, no work may be carried out without continuous supervision from outside the pit or trench. In these cases, continuous measurement of oxygen levels and harmful substances is required.

8. SITE TRAFFIC

- The traffic department shall be informed in advance in case of route diversion and permission shall be taken.
- Work shall be executed in hard-barricaded enclosed areas only.
- All vehicles shall be fitted with reverse warning alarms & flashing lights/ fog-lights and usage of seat belts shall be ensured.
- In case of an alert or emergency access routes, roads, shall be kept free from any obstruction.
- Flagman shall be deployed to control traffic at project site routes/ roads/ accesses to alert reversing movement of vehicles & machinery as well as pedestrians.
- Dumpers, Trippers, etc., shall not be allowed to carry workers to & from one to other project sites.

- Hydras shall only be allowed for handling the materials at fabrication/ storage yards and in no case shall be allowed to transport the materials.
- Mobile machinery/ equipment which do not have competent operator and / or experienced banks man/ signal man shall not be allowed to operate.
- High visibility jackets shall be provided to signaling man, banksman, person working near highway and to those involved in the night activity.

9. WORKING AT NIGHT

Under normal circumstances night work shall not be envisaged. However, in special working conditions like, radiography, Open cut road crossing, main line hydrotesting, etc., night works need to be carried out. Special precautions shall be taken up by the CONTRACTOR for protecting workers working during night.

- Vehicles used for movement of workers during night working must be covered and GPS enabled.
- Proper illumination of area shall be ensured before work to be carried out during night.
- Rechargeable safety torches shall also be made available to deal with emergency situation.
- Working area shall be hard barricaded marked with radium strips.
- Flickering lights shall be made available during night work.
- Flagman with radium jackets and flickering shall be available at site to divert the traffic as required.
- An HSE officer and electrician shall be made available at night during night work.
- Drinking, smoking etc., shall be prohibited at site during night work.

10. QHSE GUIDELINE (AS APPLICABLE)

- **CONTRACTOR** shall ensure that all staff/work force comply with the requirements of the **GASONET** HSE Management System, QHSE policy, standard, procedures, guideline, plan & Life Savers at work site
- **CONTRACTOR** shall ensure issuance of Identity Card to their team members
- **CONTRACTOR** shall apply and obtain Permit to work (PTW/WA) before start of the work
- **CONTRACTOR** shall arrange work related Personal Protective Equipment (PPEs) for their staff/work force and ensure proper use during the execution of job
- **CONTRACTOR** shall carry out the work within the duty hours/office hours. No Work shall be carried out without permission of **GASONET's** representative beyond the official duty hours unless otherwise agreed upon prior to start of work and recorded appropriately

HEALTH, SAFETY & ENVIRONMENT



- **CONTRACTOR** shall ensure that all tools, tackles, appliances, machines, vehicles, instruments or other equipment are Fit for Purpose and maintained safe working condition at all times and are used only by authorized and competent persons
- **CONTRACTOR** shall ensure that all the QHSE requirements are properly discussed for any sub-contracted activities with **GASONET**. No such activity shall be performed without clearance from **GASONET** management.
- **CONTRACTOR** shall ensure that all Hazards, Near miss, accident, incident, injuries are reported promptly to **GASONET**. Action arises due to reported Hazards, Near miss, incident investigation; audit/inspection shall be closed out as per agreed timelines with site in-charge
- **CONTRACTOR** shall deploy staff & work force trained, qualified and competent for the work and well aware of risks and mitigation action/s for the activities undertaken
- **CONTRACTOR** shall make necessary arrangements for safe custody of equipment, materials in stores/warehouse and at site
- **CONTRACTOR** shall ensure safe transportation, storage and handling of materials to prevent any damage which may impair safe performance of the equipment / material etc
- **CONTRACTOR** shall initiate immediate actions to hospitalize injured person(s)
- **CONTRACTOR** shall ensure an injury free, incident free workplace and protect people from harm caused by work activities
- **CONTRACTOR** shall ensure use of seatbelts while driving four-wheeler and use of crash helmet for Two wheeler riders during job execution
- **CONTRACTOR** shall take note that the use of open wires in sockets, use of wires with tape joints shall not be accepted at work site.
- **CONTRACTOR** shall ensure proper collection, storage and disposal of solid / liquid waste
- **CONTRACTOR** staff/work force shall not smoke or resort to misuse of drugs, medicines or alcohol while on duty.
- In case of any incident like fire, gas leakage etc. due to gross negligence of the **CONTRACTOR'S** staff/work force, **GASONET** reserves the right to impose penalty up to actual damage cost and or termination of work order depending upon the gravity of the situation.
- Any breach of the QHSE requirements shall be deemed by the **COMPANY** to be a material breach of the terms & condition of the contract. **GASONET** shall be entitled to take appropriate actions including instructing the contractor to (a) remedy the breach; (b) suspend the work or (c) terminate the contract.

11. GENERAL SAFETY REGULATION

- **CONTRACTOR** shall comply with all HSE related statutory requirements including labor laws relevant to the activities. Legal compliance matrix shall be prepared by **CONTRACTOR**.
- In respect of all labor, directly or indirectly employed in the WORK for the performance of **CONTRACTOR**'s part of this agreement, the **CONTRACTOR** shall at his own expense arrange for all the safety provisions as per safety codes of Indian Standards Institution, The Electricity Act, the Mines Act and such other acts as applicable.
- **CONTRACTOR** shall maintain first aid facilities for its employees and those of its SUB-**CONTRACTOR**.
- **CONTRACTOR** shall adhere to safe construction practice and guard against hazards and unsafe working conditions and shall comply with **GASONET**/TPIA's safety HSE standards (Refer to **GASONET**'s Life saver)
- All critical incidents shall be reported promptly to **GASONET**.
- **CONTRACTOR** shall carry out HSE Management. **CONTRACTOR** shall prepare the job Specific Risk Assessment after detail site survey and Mitigation Action Plan according to "Risk register". It will be approved by **GASONET** Project in charge. The same will be displayed on site and will be discussed in daily tool box as projects progress.
- **CONTRACTOR** shall depute qualified and experienced HSE engineer to undertake HSE related activities of job.
- All necessary personal safety equipment as considered adequate as per approved PPE Matrix provided by **GASONET** should be kept available for the use of the persons employed on the SITE and maintained in condition suitable for immediate use, and the **CONTRACTOR** shall take adequate steps to ensure proper use of equipment by those concerned.
- "**CONTRACTOR**" shall ensure that all the near misses occurred during execution of the contract are reported time to time to **GASONET**. Any hazard spotted while on job shall be reported to **GASONET** for further mitigation.
- The "**CONTRACTOR**" shall ensure that all the HSE requirements are properly discussed for any sub-contracted activities with the staff employed to do the sub-contracted activity. No such activity shall be performed without clearance from **GASONET** Work In-Charge.
- "**CONTRACTOR**" shall strictly abide by the approved work permit system / Permit to Work wherever applicable and explained by the **GASONET** work in-charge.
- All personnel working in the project shall be trained & educated for Basic Safety awareness as per requirements of **GASONET**. He / She shall be well aware of risk and mitigation action/s for the activities undertaken.

12. HEALTH SAFETY & ENVIRONMENT (GENERAL)

The “**CONTRACTOR**” shall act as an independent “**CONTRACTOR**”.

Before initiating activities against the order, “**CONTRACTOR**” and **GASONET/TPI** representative should ensure following:

- The employee only belongs to the **CONTRACTOR** are allowed for the work at site
- All the employee of **CONTRACTOR** is checked for “Medically fit”.
- **CONTRACTOR** shall comply with all HSE life saver requirements.
- Deployed equipment, Machinery, tools & Tackles are inspected for “Fit for Use” before it sent to the site for performing the activities. Equipment “fit for use” shall be available with equipment at site and same shall be reviewed timely.
- **CONTRACTOR** shall prepare a separate HSE plan for execution of various activities at site. The same shall be approved by **GASONET** before start of work.
- Site Specific Risk Assessment is done on daily basis and in case of change in site conditions
- First aid facilities shall be maintained at each site, office, and store. Trained first aid provider shall be provided by **CONTRACTOR**.
- A Toolbox talk is conducted at each site / activities with all the involved to updates them on each risk with required Mitigation action.
- **CONTRACTOR** shall erect and maintain barricade required in connection with this operation to guard the work site as directed by **GASONET**.
- **CONTRACTOR** shall ensure proper disposal of solid / liquid waste and shall ensure to follow the legal requirements associated with waste handling and shall maintain waste disposal record. If found appropriate, these requirements shall form part of the HSE orientation discussions held before commencement of the job.
- **CONTRACTOR** must ensure that tools, appliances, machines, vehicles or other equipment which are going to be used for the job are periodically inspected and maintained. The **CONTRACTOR** shall maintain records of these inspections and modification activities. **GASONET** reserves the rights to verify these records and prohibit use of items not found fit for use.
- **CONTRACTOR** personnel shall not smoke or resort to misuse of drugs, medicines or alcohol while on duty. **CONTRACTOR** shall also ensure that in no case the ability of his employees to carry out their assigned duty is impaired by use of the substances mentioned herein.
- **CONTRACTOR** shall comply with all applicable statutory requirements.
- No child labor below 18 years of age shall be employed by the **CONTRACTOR** during the execution of job.
- Qualified employee If behave unsafely at site shall be disqualified for working at site

- The safe working practice Guideline for specific pipeline construction related activities is implemented during execution of projects.
- **CONTRACTOR** shall ensure that as a minimum, but not limited to, these guidelines shall be followed and ensured by its personnel / sub-**CONTRACTOR** at work site / office at all the times.

13. SAFE SYSTEMS OF WORK (GASONET LIFE SAVERS)

Safe Systems of Work provide the foundations for safety in all of our activities, it is one of the most important and critical Life saver for our business. It covers almost all operations and affects everyone at **GASONET**.

- No work is to proceed unless a risk assessment has been carried out.
- All persons must be trained and competent to carry out the intended task.
- Before starting work, an appropriate emergency plan must be established and tested.
- Daily site plan must be communicated to **GASONET**.
- Before starting work, check if permit to Work (PTW) is required.
- The PTW must have a detail scope of work, clearly identifying hazard and associated risk and control measures.
- The PTW must be issued by a competent authority.
- All relevant information should be communicated to all involved in the work through Tool Box talk before start of the work / activities.
- PPE's must be as per risk assessment and as per any additional minimum site requirements
- Before working on isolated facilities, check that all electrical, process and mechanical isolations have been completed by the appropriate authorized person.
- Change to plant and equipment or procedures must place via an approved management of change procedure.
- If not sure about the task or ability to perform safely, stop the job and discuss it with Engineer In charge.
- Ensure adequate control in handover to normal operations.

14. SAFE WORKING PRACTICE - GUIDELINES

Some of the safe working practice guidelines for specific pipeline construction related activities are given in the following sections. **CONTRACTOR** shall ensure that as a minimum, but not limited to, these guidelines shall be followed and ensured by its personnel / sub-**CONTRACTOR** at work site / office at all the times.

9.1. Equipment

All the equipment present on the site, regardless of its purpose, must be kept in faultless condition and be suited to the work (Fit for Purpose) to be carried out.

Activity wise critical equipment shall be identified and list) will be prepared. Identified equipment will be checked through government approved and recorded.

The equipment must be regularly checked by an authorized person and any defect in the equipment must immediately be repaired and action taken report is filled Safety devices which were originally part of the equipment must never be removed or adapted without the express approval of the owner and/or the engineer and after the submission of a clear written justification for the adjustment concerned.

The instruction for use and safety and health instruction must be made available upon simple request by the owner.

9.2. Working at Height

The work to be carried out at Height is evaluated shall be considered as working at height as per **GASNET** approved guidelines/ procedures. The same shall have proper fall prevention systems viz. Scaffoldings, platforms etc. apart from the above all personnel shall be provided with safety harnesses as line of defense.

All scaffolds and ladders shall be inspected by Designated Competent person before allowing personnel to work at heights.

It is ensured that the persons trained in working with safety belt, fall arrestor, scaffolding are allowed to work at height

A warning tape just below the work at height is provided and warning boards are displayed to restrict entry into that protected area. This is ensured to protect the injury to the person due to fall of object or person from height.

9.3. Electrical Safety on Site

Inspection

every electrical installation at site, including generators, distribution cabinets, etc will be inspected on site by a Recognized inspection agency before it is brought in to service; any defect must be reported immediately.

Cables and connections

Distribution panels must remain closed at all times during use. The connection to distribution panels may only be made using approved and waterproof plugs

The electrical cables for connection to the various users of site electricity shall be in impeccable condition and shall be protected in a sufficient manner. In places where traffic must run over the connecting cables, they must be buried with a protective sleeve. The same rules are applicable for the connections of the cables. Furthermore, they must be watertight.

All connections must be at least suitable for use in humid conditions.

Earthing

Both the central electrical site installation and any stand-alone generators will be fitted with proper Earthing for which the Earthing resistance will be checked before use.

Metal site shed and material containers will each be properly earthed to rule out the possibility of the structure becoming live.

The central electrical site installation will be equipped with a suitable earth switch with circuit-breaker.

Electrical tools

Electrical hand-tools must confirm to the stipulations of the regulations of the Country concerned, be in impeccable condition and be suitable for the work to be carried out. They must be properly earthed or double-insulated.

Welding transformer and generators must be equipped with a power limiter that will guarantee the prescribed safety current.

In closed area, tunnels, deep construction pit and damp crawling spaces, only tools with safety current may be use.

9.4. Working in confined space

As far as possible it is checked whether work can be carried out from outside, to avoid the entry in confined space.

If at all work is to be carried out in confined space **GASONET** guidelines/procedure shall be followed. Further, prior to start of the job, the hazards shall be identified, risk assessment shall be carried out, necessary control measures / safety precautions specific to work site are finalized and methodology is worked out for safe completion of the job.

The precautions for work in confined space are mentioned in the permit which includes protection of trench, storage of excavated soil defined permit space, authorized entrants, the hazards of the permit space, elimination or control of hazards before entry to permit space, environment test, rescue and emergency arrangements, communication system, etc.

When testing for atmospheric hazards, test first for oxygen, then for Combustible gases and vapors, and then for toxic gases and vapors if applicable. Parameters for non-hazardous atmospheres shall be referred as per GASONET approved Guideline for working in confined space.

It is ensured that work at confined spaces is carried out by deputing adequate manpower; working at confined space alone is prohibited.

If gas fumes, vapors can enter the space physical isolation of the valves of gas pipelines is ensured and in all cases check is made to ensure that isolation is perfect.

It is ensured that entrance to confined space is big enough so that the persons entering can enter / climb in or out with equipment put on like self-breathing apparatus etc at ease and entrance provide easy access & egress in an emergency.

If required, mechanical ventilation shall be arranged to ensure that fresh air is available inside.

9.5. Road Safety and Driving Management

All vehicles used for transportation within **GASONET** sites / premises shall comply with the current RTO rules.

Seat belts shall be used by all passengers travelling by four wheelers and crash helmets shall be used for travelling by two wheelers.

9.6. Loading & Unloading of Materials at site

Supervisor in charge should ensure that no one remains in a position of danger in the course of loading/unloading operation.

All lifting equipment / gears shall be inspected and tested by competent personal as per statutory requirement and test certificate shall be available at work site. All critical safety aspects of equipment shall be checked by site supervisor before taking in use.

In no case transportation of material shall be allowed using Crane/backhoe loaders except the shifting within site if approved by the engineer in charge. The shifting within site is only permitted on approval of mitigation actions based on site specific risk assessment approved by contract holder.

The crane/backhoe loader operator shall be skilled and experienced. He must know and comply with the standard lifting hand signals and should have approved lifting plan at Site. Ensure compliance with **GASONET** life saver requirements.

CONTRACTOR to follow GASONET approved procedure and guidelines for lifting of material.

- a. **CONTRACTOR** to ensure that lifting equipment selected for job has sufficient lifting capacity and reach to handle the intended load.
- b. **CONTRACTOR** to use correct type of wire ropes based on usage. The wire ropes must be properly maintained to prevent ropes from snapping during operation.
- c. Lifting equipment shall be equipped with appropriate safety devices which will stop, prevent the equipment from entering in to an unsafe mode of operation. Proper functioning of safety devices shall be ensured and shall never be by-passed during normal operation.
- d. Consideration to be given for type of material, center of gravity, method of rigging, type of ground, obstacles anticipated, lighting conditions and environment conditions during planning and execution of lifting operation.
- e. Area affected during lifting operation shall be clearly demarked to inform and prevent persons who are not involved from entering in to the affected area.

- f. Every person/s shall be adequately trained and competent to carry out respective function/duty properly.

10. LIFE SAVER COMPLIANCE

Work	Life Saver Rules
Safe System of Work	<ul style="list-style-type: none"> ● Before commencement of any job, ensure that: <ul style="list-style-type: none"> ➤ Hazards are identified and appropriate control measures are in place ➤ An appropriate emergency/rescue plan is in place. ● Obtain Work Permit authorization from issuing authority as applicable to the job. ● Ensure that approved Work Permit mentions detailed scope of work, and must have clearly identified hazards, associated risks and necessary control measures. ● Carry out Tool Box Talk(TBT). ● Ensure that the job is performed by trained & competent supervisor ● Ensure material, tools and equipment required for performing the job are fit for the purpose. ● Prior to commencing a job on isolated facilities, get confirmed all the electrical & mechanical isolations by authorized person. ● Wear appropriate Personal Protective Equipment (PPE) for the concerned job. ● Provide cautionary instruction to people about exposure to hazards in vicinity of worksite. ● Intervene and stop unsafe job at site. ● If unsure about the job to perform safely, stop the job and discuss with supervisor/manager.
During Excavation	<ul style="list-style-type: none"> ● Follow “safe System of Work” Life Saver Rules. ● Identify, locate and protect all underground utilities e.g., power cable, gas pipeline, etc. as necessary. ● Use insulated crow bar/peak axe for manual excavation ● Identify & mitigate the hazards as necessary e.g., contaminated soil, equipment movement, traffic etc. ● Follow correct Trench protection techniques as per soil condition benching by step cutting, “V” shape slopping, Shoring Shuttering etc. ● Keep excavated soil away from edge of the trench/pit. ● Keep children away from pit/trench/worksites. ● Display warning signs, use appropriate barricades at work area and provide easy means for getting in and out of the trench/pit.

HEALTH, SAFETY & ENVIRONMENT



	<ul style="list-style-type: none"> • Make provision of proper cross over on trench for pedestrian as required.
<p>Working at Height</p>	<ul style="list-style-type: none"> • Follow “Safe System of Work” Life Saver Rules. • Use only approved & certified working at height equipment e.g., rope access system like PETZL, scaffold, ladder, etc. • Give preference to safe working platform in place of rope access system or ladder wherever possible for carrying out work at height. • Always use a fall arrestor having; <ul style="list-style-type: none"> ➢ Double self-locking snap hooks ➢ Proper anchor preferably mounted overhead that limits free fall to two meters. • If using a rope access system, ensure use of fall arrest harness • Select safe routes for installation of riser & lateral • Never carry out any work at height in case of an overhead power line. • Clearly display warning signs and have the area in control below the workplace wherein “working at height” is in progress. • Stop the work in adverse weather conditions i.e., rain, heavy wind, poor work lights etc.
<p>Confined Space</p>	<ul style="list-style-type: none"> • Follow “Safe System of Work” Life Saver Rules. • Ensure all isolations are in place. • Check oxygen level inside confined space and if not adequate, do not enter or be inside the confined space • Check with gas detector and ensure there is no flammable gas inside confined space • Ensure there is no chemical fume inside confined space. • Always use buddy system, ensure standby personnel is available and is always in contact with the person(s) in the confined space • Do not allow unauthorized entry inside confined space • If rescue needed, <ul style="list-style-type: none"> ➢ Standby personnel (buddy) to stand outside confined space and call for help of rescue team ➢ Allow only authorized rescue team member with all necessary personnel Protective Equipment to enter inside confined space. • Ensure provision of suitable access & egress.
	<ul style="list-style-type: none"> • Follow “Safe System of Work” Life Saver Rules. • Ensure isolation of all connected power sources and use of Lockout & Tagout (LOTO) before commencement of electrical job. • Consider all conductors are live unless proved dead with a certified testing instrument.

HEALTH, SAFETY & ENVIRONMENT



<p>Electrical Work</p>	<ul style="list-style-type: none"> • Ensure earthing of all electrical equipment and use of three pin plug and socket. • All electrical work to be done by certified electrical person & licensed contractor only. • Use portable electrical equipment with double insulation protection. • Verify equipment and materials being used are of rated capacity. • Ensure use of appropriate PPE's like certified insulated gloves etc. • Prohibit entry of unauthorized person inside electrical installation areas. • Do not use damaged electrical equipment.
<p>Lifting Operation</p>	<ul style="list-style-type: none"> • Follow “Safe System of Work” Life Saver Rules. • Ensure approved lift plan is in place. • Use only correct, approved and certified lifting equipment, tools & tackles and safety devices. • Work according to a lift plan that is discussed, understood and followed by everyone involved in the job • Do not exceed safe working limit. • Ensure lifting equipment are working on stable & firm ground • Do not allow anyone under the lifted load in the lift path • Ensure operator of lifting equipment and signal man are always in contact • In case of rough weather condition, stop the lifting operation and wait till the condition is normal.
<p>Driving</p>	<ul style="list-style-type: none"> • Follow “Safe System of Work” Life Saver Rules. • Always wear a seatbelt while driving/traveling in the passenger or commercial vehicle • Obey speed limits • Obey traffic rules, traffic signs and signals • Never use mobile phones or any other communication device while driving • Always wear a crash helmet while riding two-wheeler • Ensure provisions of leg guards on two wheelers • Plan your journey in advance considering routes, durations, road condition and weather condition. • Never drive or allow driving when driver is fatigued or under influence of substances like alcohol, painkillers, antihistamines, recreational drugs etc.

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- Avoid use of two-wheelers/three-wheelers for travel on highways/dark roads.
- Ensure vehicle is fit for purpose
- Ensure periodic inspection, servicing and maintenance of vehicles.
- Never exceed passenger limits in vehicle nor allow unauthorized person in driver's cabin of hazardous goods vehicle.