

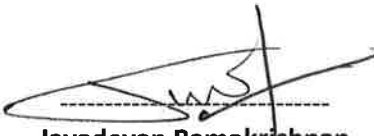
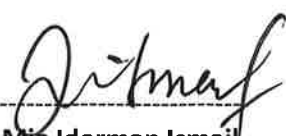



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PERSONAL PROTECTIVE EQUIPMENT (PPE) DBSB-HSE-02

ORIGINAL ISSUE : 25/06/2012
REVISION NUMBER : 02
REVISION DATE : 01/12/2014

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HSE-MS	PERSONAL PROTECTIVE EQUIPMENT General PPE Rules	DBSB-HSE-02-01	
		Rev.02	2014

Subject

General Rules

Company's requirements

The requirement to wear PPE applies to all:

1. DB employees
2. DB employers
3. Third parties contractors
4. All visitors

Employee's responsibilities

1. Taking all necessary precautions to ensure their own safety and the safety of others.
2. Wearing PPE whenever and wherever directed by supervisors, managers & HSE Department.
3. Wearing clothing suitable for conditions and work being performed.
4. Stopping work and reporting the unsafe acts & unsafe condition to supervisors, managers & HSE Department.
5. Correcting the unsafe condition or situation
6. Intervening the unsafe acts.

Refer to DBSB-HSE-02-02 (Personal Protective Equipment, Worker's Responsibility) for details.

Supervisor's responsibilities

1. Ensuring that suitable and appropriate PPE, Safety equipment and training in its use is provided and are used when required.
2. Stopping work and reporting the unsafe acts & unsafe condition to HSE Department.
3. Correcting the unsafe condition or situation
4. Intervening the unsafe acts.

Regulatory requirements

PPE are set out in the Malaysian Occupational Safety & Health Act (OSHA).

HSE-MS	PERSONAL PROTECTIVE EQUIPMENT Employee's Responsibilities	DBSB-HSE-02-02	
		Rev.02	2014

Subject Employee's Responsibilities

Compliance with rules

All are responsible for following all the safety rules regarding PPE.

When a worker is not sure of the rules, ask the supervisors, managers & HSE Department.

The non-compliance should be brought attention of higher management.

Helping other workers

All are responsible for assisting the enforcement of the PPE rules.

Manufacturer's instructions

All are responsible to read the PPE manufacturer manual or instructions.

PPE storage

All are responsible to ensure the PPE is store after use with the appropriate manner and according to manufacturer's manual or instructions.
PPE is asset of the company and employees are fully responsibility to secure their PPE all the time.

Return of defective PPE

All should check the condition of the PPE before use.

All defective PPE should be return to HSE Department and request for replacement.

Refer to internal safety & operation memorandum

HSE-MS	PERSONAL PROTECTIVE EQUIPMENT The Equipment	DBSB-HSE-02-03	
		Rev.02	2014

Subject The Equipment

Purposes Some task that you carry out might have a potential to cause harm. You are required to wear protective clothing or use appropriate PPE provided to reduce the risk.

The Do's

- Use the protective clothing and PPE provided
- Make sure PPE provided suitable for use at all kind of job. If in doubt ask your supervisor
- Take good care of it and report any defect to your superior for replacement
- Follow any instruction for it use and always read the instructions.
- Wear your Safety helmet, safety footwear and safety glasses at all times in operations area.

The Don'ts

- Use damaged, defect or contaminated PPE.
- Return defect PPE to store unreported
- Alter or paint the PPE. The solvent and alteration will weaken or eliminate it function to protect personnel from expose to hazards.

Hand protection

- Safety gloves to be worn outside accommodation and at workplace
- Appropriate type should be worn when handling tool string, wireline, and or other rough materials.
- Gloves with long wrist protection should not be worn where they may be caught in moving machinery
- Rubber glove / chemical resistance glove must be worn when handling chemicals, working at Mercury area or others considered skin irritants.

Eye protection

- Any employee whose job assignment requires eye protection will wear plain safety glass with side shields.
- When performing work where safety glasses do not offer adequate eye protection, other appropriate eye protection shall be worn (i.e. face shield, goggles, welding shield)

Ear protection

- Any employee whose job assignment requires ear protection must wear ear muff and/or ear plug to protect their ear from noise.
- The ear protection gear must be worn in all high noise (85 decibels DBA or higher) work location.

Foot protection

- Any employee whose job assignment requires foot protection with steel toe safety boots.
- Approved safety foot wear/safety boots must be worn at field location, warehouse and any other designated area.

Head protection

- Any employee whose job assignment requires head protection to protect their heads from falling object and other hazards.

HSE-MS	PERSONAL PROTECTIVE EQUIPMENT The Equipment	DBSB-HSE-02-03	
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	<ul style="list-style-type: none"> Approved hard hats without any defect shall be worn in all designated area.
Safety harness	<ul style="list-style-type: none"> Any employee who's working at height must wear complete safety harness to avoid them from falling if anything goes wrong.
Respiratory protection	<ul style="list-style-type: none"> Any employee who's working at location with respiratory hazards must wear respiratory protection. Please aware that not all respiratory hazards are visible, such as dusts; there are also invisible respiratory hazards such fumes or gases.
Body protection	<ul style="list-style-type: none"> Any employee whose working at offshore or other designated worksite must wear coverall provided. The coverall will give at least minimum protection to the body against hazardous liquids, gases, vapors sharp object/edges and other hazards that could harm our body.
Life Jacket	<ul style="list-style-type: none"> Life jacket or floating devices must be worn during traveling via helicopter and boat.
First Aid Kit	<ul style="list-style-type: none"> First Aid Kit is place at all DB facilities (Warehouse/Office/Laboratory/Slickline & E-line Packages/etc.) Inform the person in charge before using the any item in the box. Inventory must be properly updated. All injury that can be treated by using the medication in the First Aid kit must be reported and will be recorded as First Aid injury.
Fire Extinguisher	<ul style="list-style-type: none"> Fire Extinguisher of a class suitable for most likely type of fire in a given area are located throughout all DB facilities (Warehouse/Office/Laboratory/Slickline & E-line Packages/etc.) Use the P.A.S.S technique
Self-Contained Breathing Apparatus (SCBA)	<ul style="list-style-type: none"> SCBA or 30 minutes air pack are provided at client's offshore facilities. This equipment becomes necessary to enter are that is oxygen deficient and area where the atmosphere may be contaminated with hazardous gas/vapors.

HSE-MS	PERSONAL PROTECTIVE EQUIPMENT The lifetime of Personal Equipment (PPE)	DBSB-HSE-02-04	
		Rev.02	2014

Subject **The lifetime of Personal Protective Equipment (PPE)**

Purposes Each Personal Protective Equipment (PPE) has its own life span provided the PPE has been properly kept using the appropriate methods and at appropriate storage or area.

This chapter will provide basic guideline for all normal PPE life span and duration of usage before replacement.

Duration of replacement All PPE will be replace by HSE Department according to the PPE usage duration below:

Type of PPE	Quantity	Duration
Hand protection (<i>hand gloves</i>)	As per usage	As per usage
Eye Protection (<i>normal safety glasses / goggles</i>)	1	1 year
Eye Protection (<i>Prescribed safety glasses</i>)	1	2 years
Ear Protection (<i>Ear plugs</i>)	As per usage	As per usage
Ear Protection (<i>Ear muff</i>)	1	2.5 years
Foot protection (<i>safety boots / shoes</i>)	1	1.5 years
Head protection (<i>hard hat</i>)	1	2 years
Safety harness	Provided in each equipment package	Refer to equipment conditions
Respiratory protection (<i>personal respirator</i>)	1	2.5 years
Life jacket	Will be provided upon client's requirement	Refer to equipment conditions
Body protection (<i>coverall</i>)	2	1 year
SCBA	Will be provided upon client's requirement	Refer to equipment conditions