

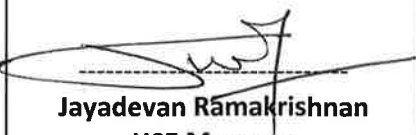
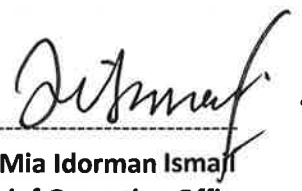
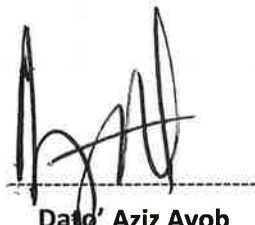


# **DIMENSION BID**

WIRELINE INTERVENTION | PERFORATION SERVICES

## **TRANSPORTATION SAFETY DBSB-HSE-11**

ORIGINAL ISSUE : 03/01/1996  
REVISION NUMBER : 05  
REVISION DATE : 01/12/2014

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AMENDMENT RECORDS

<b>HSE-MS</b>	<b>TRANSPORTATION SAFETY</b>	<b>DBSB-HSE-11-00</b>	
		<b>Rev.05</b>	<b>2014</b>

This sheet will record all amendment of this Procedure. All particulars of the amendment shall be stated clearly. The HSE Department of Dimension Bid (M) Sdn. Bhd. (DBSB) shall be responsible for the maintenance and update of this record sheet.

<b>CLASSIFICATION</b>	<b>DATE</b>	<b>REVISION PART</b>	<b>REASON/PURPOSE OF REVISION</b>
Original Issue	19/11/2002	Establishment of procedure	Nil
Revision 1	13/01/2003	1. To add in element 6.2 Handling of hazardous substances	1. To make sure the hazardous substances properly handling and meet regulation requirements.
Revision 2	20/05/2003	1. Front page 2. Amendment sheet	1. Standardize the procedure to make it consistent with Doc. Control Procedure
Revision 3	25/06/2012	1. Front page 2. DBSB – HSE – 01 3. DBSB – HSE – 03 4. DBSB – HSE – 04	1. Replace new Slogan 2. Add helicopter figure for safe embark & disembark 3. Add Safe Journey management 4. To add handling dangerous Goods
Revision 4	08/01/2014	• Cover	• Organization restructure
Revision 5	01/12/2014	• Cover	• Organization restructure

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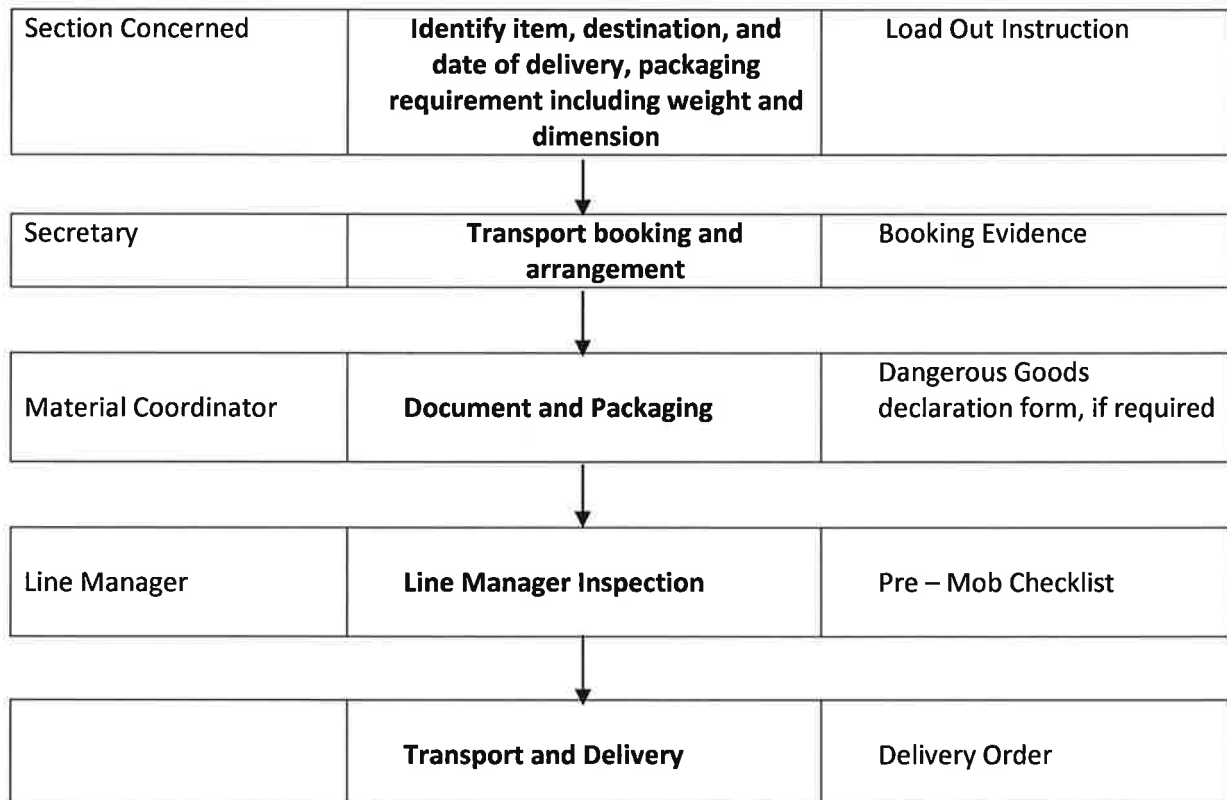
## FLOW CHART

### RESPONSIBILITIES

### PROCEDURE

### DOCUMENTATION

## TRANSPORTATION SAFETY (Equipment)



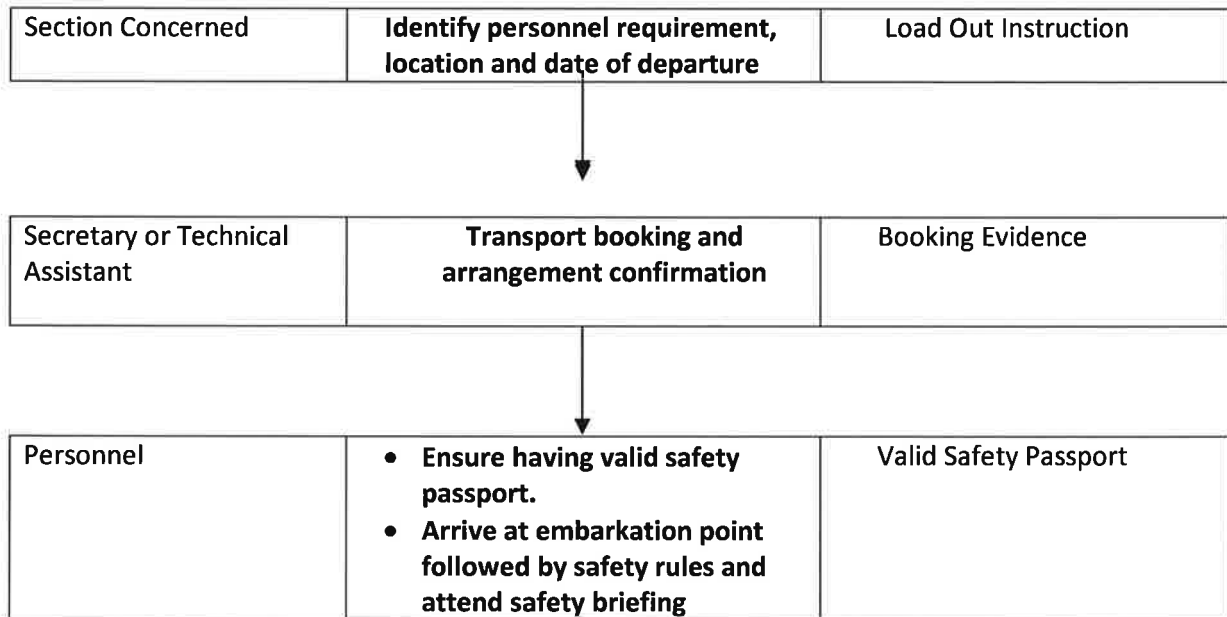
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**RESPONSIBILITIES**

**PROCEDURE**

**DOCUMENTATION**

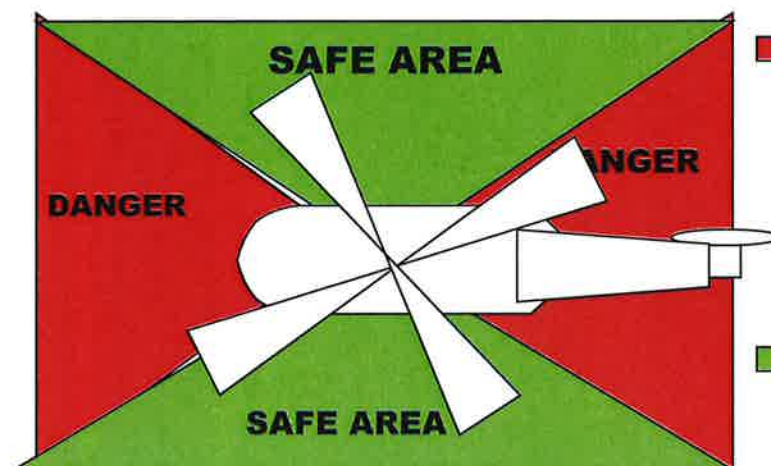
**TRANSPORTATION SAFETY  
(Personnel)**



HSE-MS	TRANSPORTATION SAFETY By Air	DBSB-HSE-11-01	
		Rev.05	2014

**Subject**                      **Air Transportation (Helicopter)**

**Areas**



**RED AREAS: DO NOT ENTER OR DEPART FROM HELICOPTER**

**GREEN AREAS: SAFE TO ENTER AND DEPART WITH PILOT'S / HLO'S PERMISSION**

**Checking in**

- Report all weight including baggage
- Do not attempt to bring dangerous goods or forbidden item onboard.
- Do not carry or put belonging in plastic bags
- Passengers should not be under influence of alcoholic prior to flight
- Await the signal from the Helicopter ground crew onshore or helideck crew before approaching the helicopter.
- Hat are not to be worn in the vicinity of helicopter
- Keep firm hold a light weight items that may be drawn in to the blades or turbine inlets i.e newspaper, jackets, coats, magazines etc.

**Onboard**

- Read the emergency card in helicopter. Observed the emergency exit and equipment locations referred to the emergency card
- During the flight remain seated with your seatbelt securely fastened.
- Never inflate your lifejacket inside the aircraft.
- Do not release your seatbelt until the helicopter has landed and the pilot signals that it safe to disembark.

**After Landing**

- Store life jacket in the proper place before leaving air craft.
- You are not allowed on the helideck during the helicopter takeoff and landing
- If you drop something which blows around, do not chase it as you may run into the tail rotor.

<b>HSE-MS</b>	<b>TRANSPORTATION SAFETY By Air</b>	<b>DBSB-HSE-11-01</b>	
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**Emergency  
Situation**

- In case of emergency, pilot will give instruction on the action to be taken.
- DO NOT PANIC, but be prepared to act independently.
- Should the helicopter be forced down on the sea, it should be remain afloat in heavy sea.

HSE-MS	TRANSPORTATION SAFETY By Water	DBSB-HSE-11-02	
		Rev.05	2014

**Subject Water Transportation (Boat)**

**General**

- You are a passenger, not a member of the boat crew, and must not get involved in the operation or navigation of the boat. The captain or skipper is the master of the vessel.
- Observe smoking regulations.
- Wear securely fastened life jackets while embarking and disembarking.
- Follow skipper's instructions as to the loading procedures.
- Nothing is allowed to be discarded overboard.
- Read emergency procedure instructions posted on boat and follow skipper's instructions in the event of an emergency.

**Embarking and disembarking**

Getting on and off of boats travel. The dock or platform is stationary but the sea is always moving and the boat is moving with the sea

- **Life Jackets** – regardless of the method of transfer, every person should wear an approved life jacket or work vest at all times when transferring between platform and vessels.
- **Keep both hand free** – never carry anything with you when transferring between boat and platform or deck.
- **Transfer by swing rope** – the swing rope, or swing line, is a rope approximately on inch or larger in diameter with knots every foot or so. It is used to swing from boat to platform and vice versa.
- **Transfer by personnel net (Personnel Basket)** - The basket will be lowered onto the deck from the structure of rig platform. When it is on the deck place your luggage and material in the bottom center of the basket and grasp the basket ropes securely. Keep knees slightly bent or flexed and be prepared for unexpected moves

*Refer to Client's requirements / regulations / rules for details.*

HSE-MS	TRANSPORTATION SAFETY By Land	DBSB-HSE-11-03	
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**Subject**                      **Land Transportation**

**General**                      Safety is something that drivers should keep in mind at all times. After all, when you are operating a motorized vehicle, you have a responsibility to do your part to keep the roadways safe for yourself, other drivers, passengers, and others who may be affected by traffic accidents.

**Seat Belts**                      All vehicles must be fitted with seat belts for each occupant. The seat belts preferably incorporating automatic reaction activated emergency locking mechanism referred as 'inertia reels'. Occupants of any vehicle shall use seat belts at all times.

**Driver's qualification**                      All drivers must be appropriately licensed (issued by local authority), trained and have all the functional capacity to operate the vehicle.

**When Driving...**                      **Stay Alert** – Actively pay attention to your actions and those of the drivers around you when you are driving.

**Avoid Assumptions** – Don't make the mistake of assuming that other drivers are going to do or what you think they should do.

**Use Turn Signals** – While you can't depend on others always signaling their intentions when driving, you can certainly control whether or not they have realistic expectations for your actions. Always use your turn signals in advance of making a lane change or turning.

**Buckle Up** – Wearing your seat belt is an essential safety tip for drivers. Not only are you more likely to get injured in an accident if you aren't wearing a seat belt, you can also be fined for failing to do so.

**Follow Traffic Signals** – Pay close attention to and obey stop signs and traffic lights.

**Respect Yellow Lights** – Remember that the intent of a yellow light is to notify drivers to slow down and prepare to stop. A yellow traffic signal should not be viewed as a sign to step on the gas to rush through an intersection before the light turns red.

**Come to a Complete Stop** – When you see a stop sign or a red light, it's important to bring your vehicle to a complete stop, even if you think no other vehicles are coming.

**Do Not Text and Drive** – It is never acceptable to send text messages when operating a motor vehicle.



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**Obey Speed Limits** – When driving, it's important to stick to the posted speed limit at all times. The restrictions placed on vehicle speed are not established arbitrarily. Rather, they are carefully selected to maximize safety for drivers and for individuals in the homes, businesses, and other organizations in the areas where roadways are located.

**Make Adjustments for Weather**—When the weather is less than perfect, such as rainy, glaring, or foggy conditions, use extra precautions when driving and follow guidelines for staying safe in the particular situation you are facing.

**Exercise Patience** – Many accidents are caused by impatient drivers who are rushing to get from point A to point B. While time is certainly a valid consideration when traveling, safety is even more important. After all, if you are involved in an accident you'll certainly experience more of a challenge arriving at your destination on time than if you simply exhibit patience while driving.

**Be Predictable** – Don't make sudden stops or lane changes. Instead, take care to ensure that other drivers are likely to be able to predict your actions to maximize safety.

**Never Drive Under the Influence** – It's essential to avoid operating a vehicle if you have been drinking, taking certain types of prescription or non-prescription drugs, or are otherwise impaired.

**Yield Right of Way** – When other drivers have the right of way, be sure to yield to them. Also, don't make the mistake of assuming that everyone else will yield to you when they should. Regardless of who has the right to go, yield if it seems that the other driver may not be observing standard practices for yielding.

**Know Where You Are Going** – Plan your travel route ahead of time so that you aren't struggling to figure out where to go while you are operating a motorized vehicle.

**Respect Stopped Vehicles** – When passing vehicles that are stopped on the side of the road, move over to get out of the way if the way is clear for you to change lanes. If changing lanes is not possible, slow down while passing stopped vehicles.

**Avoid Distractions** – Sending text messages isn't the only dangerous distraction that drivers need to avoid while operating a vehicle. Changing CDs, using cell phones, eating, and interacting with passengers are just a few examples of the types of distractions that you should take care to avoid when driving.

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**Use Headlights When Needed** – Headlights aren't just necessary at night. When you are driving in the rain or fog, turning on your headlights can play an important role in keeping you – and those around you – safe on the road.

**Share the Road** – Remember that you are not the only driver on the road. An important safety trip that everyone needs to follow is the need to share the road with others graciously, recognizing that all drivers deserve to be treated with respect.

**Proper Vehicle Maintenance** – Take care to ensure that your automobile stays in good working condition. This includes keeping fluids topped off, performing schedule engine maintenance, making certain tires have plenty of air, and ensuring that the vehicle's exterior lights are functional at all times.

#### **Journey Management**

The journey plan will cover the time between departure and arrival at the final destination. The plan shall detail the safest route to take avoiding or mitigating any potential hazards and the rest breaks the driver needs to take to prevent tiredness and fatigue.

HSE-MS	TRANSPORTATION SAFETY Handling of Dangerous Goods	DBSB-HSE-11-04	
		Rev.05	2014

**Subject** Handling of Dangerous Goods

**Definition** Dangerous goods are solids, liquids, or gases that can harm people, other living organisms, property, or the environment

**Dangerous Goods Class**

- Class 1: Explosive
- Class 2: Gas
- Class 3: Flammable liquid
- Class 5: Oxidizing Agents and Organic Peroxides
- Class 6: Toxic and Infectious Substances
- Class 7: Radioactive Substances
- Class 8: Corrosive Substances
- Class 9: Miscellaneous

**Abbreviation**

- IATA – International Air transportation Association
- AELB – Atomic Energy License Board
- msv – Milisivert (radiation exposure unit)
- mCi – Milicurie (unit for radiation activity)

**References**

- Environmental Quality Act 1974
- Environmental Quality Act 1976 (Schedule Waste)
- Radiation safety (Edition 2000) Published from Mint

**Dangerous Goods Usage**

Dimension Bid (M) Sdn Bhd using the following dangerous good:-

- Lithium Battery
- Americium – 241
- Explosive - Power Charger HT 2.75" Long Stroke SH:  
UN0323;1.4S and Ignitor Assembly Power  
Charger: UN0454;1.4S

**Lithium Battery**

1. Batteries must be packed in the inner packing to effectively prevent short circuits and to prevent movement which could lead short circuits.
2. Batteries must be contained in strong outer packaging. The outer packaging must be waterproof or made waterproof using a liner.
3. If transport in aircraft, lithium batteries need to be packed in original carton box from supplier. Then put the lithium batteries in appropriate carton box together with good absorbance materials to avoid from moving.
4. Batteries should not be forced into housings. This practice could perform the case causing an internal short circuit. Crushing of cell leaking terminal cap could damage the glass to metal seal resulting in cell leaking or venting. Check for

HSE-MS	TRANSPORTATION SAFETY Handling of Dangerous Goods	DBSB-HSE-11-04	
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proper fit before inserting pack into any type of housing.

5. Lithium batteries must never be dissembled.
6. The International Air Transport Authority (IATA) has defined an extensive list of Dangerous Goods Regulations for air shipment. The Lithium must be declared as dangerous goods for air shipment.

#### Radiation Sources

1. Description of the radiation source currently use by DB is as follows:-
- 2.

Source	Activity	Label	Packaging
Am-241	150 mCi	White Label  (Low activity – seal source	Type A packaging

3. The Source to be transferred should be properly packaged before moving them to new place. The package chosen should be suitable for specific nature, weight and size of the materials to be transferred.
4. Appropriate containers with adequate shielding should always be used when transferring the material
5. The container should be properly closed and affixed with standard transport labels on outside.
6. Contamination level should be checked on outside surface of the container before removing it from its original place (figure .1 )
7. The radiation level on the surface of the container should remain below 2 msv/hr.

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Figure 1: Example of III-Yellow label shows a Transport Index of 4.7

## Explosive

### General Procedures for Transporting and Shipping Explosives

1. When transporting or shipping explosives all of the requirements given and this section shall be met.
2. Unless otherwise allowed by this section, all explosives shall be packaged as shipped from the Manufacturer.
3. All Explosives Packages shall be properly labeled and marked.
4. Not all explosives may be transported or shipped together.
5. Explosives may not be transported or shipped with some other hazardous materials.
6. Each transport or shipment of explosives shall include proper completed shipping papers. Explosives Packages shall not be thrown or dropped while loading or unloading.
7. Explosives Packages shall not be thrown or dropped while loading or unloading.
8. Explosives Packages shall be secured to prevent loss and minimize movement during transit.
9. Except for at well site operations, all explosives shall be removed promptly after reaching their destination and placed into a storage facility

HSE-MS	TRANSPORTATION SAFETY Regulatory Requirement for transporting Dangerous Goods	DBSB-HSE-11-05	
		Rev.05	2014

**Subject** Regulatory Requirement for transporting Dangerous Goods

**Dangerous Goods Classification** The following items are classified as Dangerous Goods (DG) and transportation of these items is subjected to certain regulations and requirements:-

- A) Lithium Battery
- B) Radioactive Sources
- C) Explosive

All items above must be declared before the mobilization to the location. Declaration of dangerous goods must use Dangerous Goods Declaration Form (Downloadable from official IATA website).

**Radioactive Material**

- RPO should notify AELB at least a week in letter mentioning the mobilization of radioactive to the location. The AELB should reply the acknowledgement letter as sign of approval.
- Radioactive signage or label
- Supporting documentation required shall be attached.
  - I. Company's License
  - II. Radioactive Protection Officer's certificate
  - III. Survey calibration certificate
  - IV. RA leak test certificate
  - V. Radioactive worker letter of approval from AELB

**Non - Radioactive Material** **Dangerous Goods Signage**

Dangerous Goods Applicant

- Supporting documentation required shall be attached.
  - i. Material Safety Data Sheet (MSDS)
  - ii. Dangerous Goods applicant's certificate

**Explosive** **Explosive Signage**

Supporting documentation required shall be attached:

- i. The Shipper's Declaration for Dangerous Goods is used each time explosives are shipped by air.
- ii. Hazardous Material Shipping Paper is required for each job and a copy should be filed with the service order. The forwarding agency will require this as Dimension Bid responsibility paper. This sheet will be signed by Operations Manager.
- iii. The Bill of Lading is used each time explosives are shipped via a common or contract carrier.