

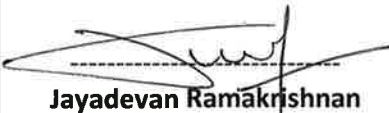
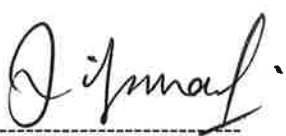



DIMENSION BID

WIRELINE INTERVENTION | PERFORATION SERVICES

HSE ORGANIZATION DBSB-HSE-15

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PREPARED BY	CHECKED BY	APPROVED BY
 Jayadevan Ramakrishnan HSE Manager	 Mia Idorman Ismail Chief Operating Officer	 Dato' Aziz Ayob Chief Executive Officer

HSE-MS	HSE ORGANIZATION	DBSB-HSE-15-00	
		Rev.02	2014

AMENDMENT RECORDS

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.

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HSE-MS	HSE ORGANIZATION HSE Plan and Targets	DBSB-HSE-15-01	
		Rev.02	2014

Subject HSE Plan and Targets

Objective In performing our day-to-day activities, we must observe and comply with DB's and client's safety procedures, regulations and standards. To eliminate, prevent, and control hazardous actions or conditions that can cause accident, staffs at all level within the organization have to be fully committed to comply with these procedures, regulations and standards.

This manual is intended to:

- i. Provide guidance for the development and compliance with the appropriate regulations and standards in pursuit of excellence in HSE performance.
- ii. Regulate and encourage all members of the organization, particularly employer, owner, managerial staff, workers and their representative, in applying appropriate HSE management principles and methods to achieve DB's HSE plans and targets and to continually improve HSE performance.

Responsibility and Accountability While the employer have overall responsibility for the protection of every workers' health and safety, every employee of this organization is allocated the appropriate responsibility, accountability and authority for the development, implementation and performance of the HSE management system.

Everyone has a role to play to ensure the relevant HSE targets and objectives are fully achieved.

This HSE roles and responsibilities will be discussed during initial employment and reviewed during the yearly appraisal process.

HSE plans and targets (HSE Key Performance Indicator) The HSE yearly plans and target is developed to monitor DB's HSE yearly performance. It is the responsibility of everyone in the organization to play their roles to ensure that these targets (KPI) are met.

The HSE plans and targets which are developed and stewarded on yearly basis should at least address the following:

- i. Frequency of safety meeting
- ii. Frequency of Safety inspection
- iii. Frequency of Hazard Hunt and near miss reporting
- iv. Frequency of Safety Trainings/Campaigns/Programs
- v. Monitoring of recordable injuries and total operating man hours

HSE-MS	HSE ORGANIZATION HSE Plan and Targets	DBSB-HSE-15-01	
		Rev.02	2014

**Safety / HSE
Committee**

Dimension Bid has establish a safety committee whose main functions and responsibilities are as follows:

- i. The establishment and development of in house HSE guidelines and procedures.
- ii. Development and stewarding in house yearly safety and HSE plans.
- iii. Monitoring of DB's safety performance.
- iv. Carry out the Safety audits and follow up on the corrective actions.
- v. Accident investigation
- vi. Act as clearing house for all HSE issues.

Current HSE/Safety Committee members is per attachment-1

Communication

DBSB Top Management, Line Leaders/Managers & HSE Committees will ensure that appropriate communication processes are established to ensure effective dissemination of information, learning, instructions, etc. on HSE to all levels within the organization.

**Promotion and
Publicity**

Dimension Bid wills, by means of posters, safety memos, briefing sessions, e-mails, etc. to ensure that all matters affecting HSE are brought to the attention of ALL staffs timely and effectively.

HSE-MS	HSE ORGANIZATION HSE Evaluation	DBSB-HSE-15-02	
		Rev.02	2014

Subject	HSE Evaluation
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HSE Performance Monitoring	DB's HSE performance (KPI) will be monitored and evaluated based on the achievement of the yearly HSE plans and targets as described in DBSB-HSE-15-01 (HSE plans and targets)
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Personnel HSE Performance	Individual personnel contributions and adherence towards HSE performance will be one of the elements reviewed in the yearly personnel performance appraisal.
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Accident Reporting and Investigations	All incidents/accidents or near misses whether or not they cause injury must be reported to the supervisor for immediate Investigation and Preventive action.
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Unsafe acts can be prevented with adequate employee training and constant employee attention to safe working procedures and practices. Whenever unsafe acts are observed, corrective action must be immediately instituted to prevent accidents.

The investigation reporting of all accidents shall be carried out in accordance with DB's Accident/Incident Investigation Report Procedures (DBSB-HSE-16)

The preventive and corrective action results from these investigation reports in addition to the accident control measures identified via the safety inspection shall be appropriately communicated and implemented throughout the organization.

These preventive and corrective actions should base on identifying and analyzing the roots cause of accident and non-conformances.

Safety Inspection/Audit	Periodic inspection shall be conducted in order to determine whether the HSE Management System and its element are in place, adequate and effective in protecting the safety and health of workers by preventing accidents. The inspection shall cover:
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- i. Safety implementation at all work place
- ii. Documentation and records
- iii. Accident prevention and control measure
- iv. Emergency preparedness and response

HSE-MS	HSE ORGANIZATION HSE Evaluation	DBSB-HSE-15-02	
		Rev.02	2014

**Management
Review**

The Management review is to evaluate the overall strategy of the HSE management system to determine whether it meets planned performance objectives

During the last Safety Committee Meeting for the year, the overall Safety Performance will be reviewed to identify gaps and areas of improvement which are to be included as part of the HSE plan and target for the following year. This newly developed HSE plans and targets shall be reviewed and endorsed by DBSB management prior to implementation.