


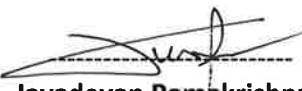



**DIMENSION BID**

WIRELINE INTERVENTION | PERFORATION SERVICES

# EMERGENCY MEDICAL RESPONSE PROCEDURE DBSB-HSSE-20

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PREPARED BY	CHECKED BY	APPROVED BY
 Ahmad Bin Ab. Majid Safety Officer	 Jayadevan Ramakrishnan HSSE Manager	 Dato' Aziz Ayob President

HSSE-MS	EMERGENCY MEDICAL RESPONSE PROCEDURE	DBSB-HSSE-20-01	
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**NOTE:**

This sheet will record all amendment of the **DBSB-HSSE-20 (EMERGENCY MEDICAL RESPONSE PROCEDURE)**. All particulars of the amendments 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.

CLASSIFICATION	REVISION DATE	REVISION PART	REVISION REASON
Original Issue	13/8/2015	Establishment of procedure	Nil
Revision 1	15/8/2016	Deleted the Emergency Contact and update info	Serious Illness & Next Of Kin info

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## 1 OBJECTIVE

The objective of this procedure is to ensure effective swift execution of emergency medical operations related to serious illness, injury, unconsciousness or death.

## 2 DEFINITION & ABBREVIATION

### EMERGENCY SITUATION:

Is said to exist when there is an unexpected occurrence in offshore and onshore who poses an immediate and serious threat to life, property and environment or where there is a need for rescue operations, or the need for immediate corrective action. Each emergency must be quickly assessed to determine its current or potential degree of severity and then classified accordingly.

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### Abbreviation

FSM	- Field Service Manager
ERT	- Emergency Response Team
EPIC	- Eastern Pacific Industrial Corporation Bhd (KSB owner)
CPR	- Cardiopulmonary Resuscitation

## 3 GENERAL

- When an emergency medical situation arises, the **DIMENSION BID (M) SDN BHD** shall manage and control activities that are within their means.
- The **DIMENSION BID (M) SDN BHD** site emergency team headed by Emergency Response Team (ERT) shall activate the first or initial response.
- The ERT commander shall mobilize the medical personnel to arrive at the scene
- Immediate action shall be taken to save lives.

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#### 4 SERIOUS ILLNESS, INJURY AND DEATH MANAGEMENT (ONSHORE)

The following procedures will be applied when handling any type of emergency evocation affecting employees of **DIMENSION BID (M) SDN BHD**:

- In case of serious illness or death from natural causes or injuries or death, occurring as result of an accident, **DIMENSION BID (M) SDN BHD** to notify EPIC (owner) for the arrangement of the ambulance. The ambulance service shall be called to treat the casualty and provide transport for hospital treatment.
- As there are no qualified medical personnel onsite, personnel are required to notify of any serious injuries and request mobilization of professional medical assistance from the ambulance service.
- However, personnel may be required to remove casualties to a safe area and provide basic first aid and CPR treatment to any casualties until the arrival of the ambulance service personnel.
- The following should be established immediately when dealing with such emergency: -
  - Symptoms of illness / condition of casualty as appropriate
  - If death is the result of an accident, consider whether condition causing the death could still be a threat and further losses of life or injury and if so, rectify immediately.
- All the facts and background information relating to the incident:-
  - If loss of life is the result of an accident occurring during operations on an installation such operations shall be suspended immediately.
- The site of the accident shall be left undisturbed and sealed until the relevant authorities give approval to resume operations.
- When fatality or death occurs in the worksite/ working place, the body shall be not removed and the area declared "Out Of Bonds". The body shall cover with pieces of cloth or other means.
- The security guard will control and stand by at the scene of accident to control the situations.

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- HSSE Department (HSSE Manager / Safety & Health Officer) will make report on the incident to nearest Police Department after knowledge of management.
- Security guard on duty has to ensure that no outsider, visitors, vehicle or reporter are allowed to enter incident area/ premises except for Police, Government Officer (who have jurisdiction in investigation) and Medical Team.
- Only President or company-authorized representative is allowed to make press release on the incident (after approval from **DIMENSION BID (M) SDN BHD** management).
- Employees are not allow to give any type of statement to media on behalf of company.
- The HSSE Department (HSSE Manager /Safety & Health Officer) will assist the Police Department, Department Occupational Safety & Health (DOSH) or other authorities' government department who have jurisdiction in their investigation.
- HR Department (HR Officer) will be identified and contact the victim's parents (families).
- All matters pertaining to the coroner inquiry will handle by the HR and HSSE Department

## 5 **SERIOUS ILLNESS, INJURY OR DEATH MANAGEMENT (OFFSHORE)**

The following procedures will be applied when handling incidents affecting employees of **DIMENSION BID (M) SDN BHD**:

- When an injury/ incident occur, **DIMENSION BID (M) SDN BHD** Offshore Supervisor shall be Person-In-Charge and On Scene Commander.
- **DIMENSION BID (M) SDN BHD** Offshore Supervisor shall inform Client of injury/ incident.
- Medical Officer onboard shall provide medical response/ treatment.
- **DIMENSION BID (M) SDN BHD** Offshore Supervisor shall notify DBSB FSM of injury/ incident.
- **DIMENSION BID (M) SDN BHD** FSM shall then notify to top management.

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- **DIMENSION BID (M) SDN BHD** FSM is responsible to contact appointed representative (HR, HSSE), and get the representative to liaise with Client's representative, of the injury/ incident and standby at yard.
- If medical assistance is required, Client's duty doctor will be contacted by Medic onboard to provide medical assistance to the site of emergency.
- Onshore **DIMENSION BID (M) SDN BHD** representative will be in contact with offshore supervisor to get more detail information of patient status/ casualty (if required) and to make the onshore arrangements with client onshore to handle the injured via MEDEVAC.
- Client will authorize the MEDEVAC Helicopter, based on situation of casualty from the information given by medic onboard.
- Client will make arrangements for transportation of the patient/ casualty to hospital/ clinic.
- Client's and **DIMENSION BID (M) SDN BHD** representative will be on standby to assist client's duty doctor with transportation arrangements of patient/casualty to hospital/ clinic in land.
- **DIMENSION BID (M) SDN BHD** representative shall follow-up closely on patient/ casualty status at hospital/ clinic and keep inform **DIMENSION BID (M) SDN BHD** Operations FSM and HSSE Manager.
- All injury/ incident details of event shall be reported and records kept.

## 6 EMERGENCY RESPONSE CONTACT NUMBER

No	Title	Name	Contact No.
1.	EPIC Hotline	EPIC operator 24 hours	Office No : +609 863 2300 +609 863 1566
2.	DBSB Office	DBSB Telephone Operator	Office No : +603-2166 8877 (KL) +609-858 8985 (WMO)
3.	DBSB Emergency Focal Person (KL Office)	DBSB HSSE Department	Office No : +603 – 2166 8033 HP No : 012 – 523 3245

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## 7 NEXT OF KIN

- When an employees transferred from offshore due to any type of emergency, it is the **DIMENSION BID (M) SDN BHD** responsibility to contact and notify the employee's family's members.
- **DIMENSION BID (M) SDN BHD** HR or HSSE Department are responsibility and required to notify relatives of employees who have been involved in industrial accidents or who are victims of crime or other types of accidents where the employees has received serious or fatal injuries, including apparent suicide victims.



## 8 APPENDIX

### APPENDIX 1: EMERGENCY RESPONSE PLAN (MEDEVAC)

