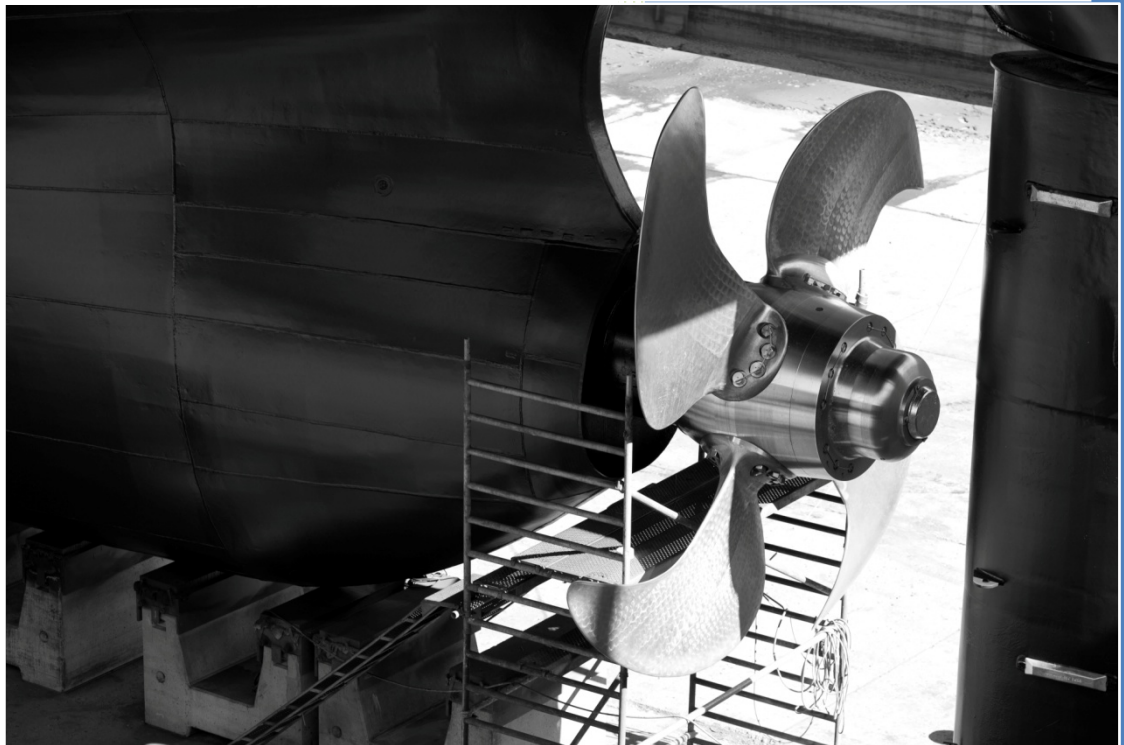




Safety Procedure “Particular dangerous work”



1. Safety Procedure:
2. Safety equipment:
3. Gas free certificate:
4. Hot work permit:
5. Toolbox Talk Log
6. Fire Watch:
7. In case of Emergency:
8. Phone list:
9. Hot Work Sheet:

Thomas Andersen
FAYARD A/S



1. Safety Procedure:

All personnel and worker must follow the safety instruction according to FAYARD A/S rule and regulation. Offence against rule and instruction will involve expulsion immediately.

General safety principles:

- At all times and in places we will work according to the following principles:
- Safe conduct is a condition of employment.
- All accidents and injuries are preventable.
- We are committed to continuous improvement
- We will meet or exceed all applicable HSE laws, regulations and standards.
- A job is well done, only if is done safely.
- Every employee has a responsibility for his or her own safety and for the safety and others
- No business objective is so important that it will be pursued at the sacrifice of safety

2. Safety equipment:

All personnel and worker are to protect themselves against accident. Following safety equipment and personnel protection are to be used when working on board and in workshops.

- Hard helmet
- Safety glasses
- Safe glove heat resistant
- Safe clothes
- Fresh air breathing app (smoky environment)
- Tools need to be in a good condition.
- Tools to be check before the work is started.
- Good house keeping
- **GAS AND OXYGEN HOSES TO BE DISCONNECTED EVERY TIME YOU LEAVE THE JOB**



3. Gas free certificate/access to confined spaces:

Gas free measuring to be done before hot work is started, where there is risk of gas, also in confined spaces and tanks.

After completion of measuring a certificate should be made and handed over to the responsible ship officer, Project leader, **Forman** and one copy to be placed on gangway.

Access to confined spaces is only given by your **Forman**. Confined space is defined by access through a manhole.

4. Hot work Permit:

Hot work permit (also in confined spaces/tanks) to be made every day before 07.00hrs on board. (if possible) Place to be agree, the Hot work permit will have

a duration 1 shift, or for 12 hrs.

Cannot be extend

Hot work permit should as minimum contain:

- Date.
- Time.
- Location.
- Name of fire watch holder.

Please refer to enclosed hot work permit.

5. Toolbox Talk Log

A Toolbox Talk must include personnel who are actively involved in the task. Following items must be included in the agenda:

- ✓ Description of task scope and plan.
- ✓ Instruction to individuals
- ✓ Communication incl. signal
- ✓ Contingency break-off signal and action
- ✓ Obtain each person's understanding of the job.
- ✓ Discuss potential Dropped object

During Toolbox talk:

- ✓ Ask open question
- ✓ Recognize contribution
- ✓ Confirm understanding
- ✓ Document result of dropped
- ✓ Object discussion

By very difficult jobs the TBT is to be written.



6. Fire watch.

Fire watch will be carried out all over locations where hot work is ongoing up to 30 minutes after completion of work. And in all time break.

When shifting day and night shift fire watch will overlap by 1 hrs. The incoming fire watch will have full instruction and briefing for progress the last 12 hrs.

It is the steel foremen responsibilities to inform the fire watch for location where hot work will start.

Fire watch will carry red helmet and red waistcoat.

Fire watch will speak and understand English language.

Fire Watch can easily be one of the workers on the job with red waistcoat and red helmet.

7. In case of Emergency:

In case of Emergency CALL 112.

Inform where you are.

Inform about the accident.

Arrange Personnel to carry out first aid, until the rescue team arrive on the scene.

Call +045 75920000.

After normal working hours, see Phone list:

Keep the ship crew informed all the time.

Arrange some at the gangway to guide and instruct the rescue team.

Stop all works, all shipyard personnel must come ashore for briefing. Stay near the Accident.

**IT IS YOUR RESPONSIBILITY THAT, THE
WORK IS PERFORMED IN A SAFE WAY**



Toolbox Talk Log



Date and Time: _____ Safe Job Analysis _____
 Supervisor: _____ Work Permit: _____
 Task Description: _____ Hotwork Permit: _____
 Safety Delegate: _____ Lifting plan No: _____

Red -STOP
Amber -Procees with caution
Green -OK

The rule says: Three Ambers =Red

1. Pause for five minutes to think or discuss with your colleagues, especially when something changes
2. **Identify** what concerns you about the situation. Add up all the factors. These are your ambers
3. Stop what you are planning to do or doing if you get to three ambers or have any reds
4. **Recognise** what you can or cannot alter in order to control the problem. Change what you can. Re-assess your ambersto see if you can now carry on.
5. **Agree** with colleagues in advance about using The Rule of Three to stop work. Discuss what your ambers are. Use terms like counting your ambers, managing into the green or close to red, so that everyone can communicate how they are managing

Attendees Name	Company	Signature
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		
6. _____		
7. _____		
8. _____		
9. _____		

Points for supervisor

- Explain the scope of the task
- Potential Dropped Objects
- Nominate person in overall charge of the task
- Nominate work group leaders
- Nominate individuals with special task
- Give instructions on equipment operation
- Give details on management of concurrent activities
- Details of contingency procedures
- instruct Work Group Leaders
- Instruct individuals with special tasks
- Ask open question to verify understanding
- Verify conditions are OK to start
- Other issues

POINTS TO REMEMBER

A Toolbox Talk must include personnel who are actively involved in the task. Following items must be included in the agenda:

- Description of task scope and plan
- Instruction to individuals.
- Communication incl. signal
- Contingency break-off signals and action
- Obtain each person's understanding.
- Discuss potential Dropped Objects.

No job is so important that we cannot take the time to do it safely



During Toolbox Talk

- Ask open question
- Recognize contribution
- Talk with- Not to people
- Confirm understanding
- Document result of dropped
- Object discussion

About Operation

- Objective
- What / Where / Why
- Who is involved
- How long
- Concurrent activities
- Other tasks affected
- Plan how / procedures / Contingencies

Factors

- People Who is responsible, special skills required
- Process Describe Hazards and controls
- Plant Insolation, weather, location, Exposure, etc
- Equipment Right tools, Protective clothing

Points Raised:	Responsible for Task:
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If there is a deviation from original plans, a new toolbox talk must be held and documented.



	Quality management system	Rev: 7	Org. date:	30-04-2014	Doc. ID:	P.5.10.1	Appr. by:	JF
Fayard A/S Safety Procedure								
<h1>HOTWORK PERMIT</h1>								
All temporary operations involving open flames or producing heat and/or sparks require a								
<u>HOTWORK PERMIT !</u>								
This includes, but not limited to, Brazing, Cutting, Soldering, Thawing and Welding.								
Ved alle job som indebærer brug af åben ild, afgiver varme eller gnister, påkræves brug af en								
<u>HOTWORK TILLADELSE!</u>								
Dette gælder også ved og ej begrænset til, lodning, fugning, skæring, optøning og svejsning.								
Vesselname - Skibsnavn : _____								
Date/Year - Dato/Årstal: _____			Jobnumber - Jobnummer: _____					
Varmt arbejde type- Type of Hot Work: _____								
Location/Deck - Sted/Dæk: _____								
STARTING DATE: _____		TIME: _____		STOPDATE: _____		TIME: _____		
SIGNED/ UNDERSKRIFT: _____								
<i>(Approve by responsible Officer from vessel.)</i>								
SIGNED/ UNDERSKRIFT: _____								
<i>(Signed by the person doing Hot Work.)</i>								
SIGNED/ UNDERSKRIFT: _____								
<i>(Signed by the Fire Watch.)</i>								
FINAL CHECK UP (MINIMUM 30 MINUTES AFTER HOTWORK)								
Work area was monitored for: _____ hour(s) following Hot Work and found fire safe.								
SIGNED - DATE AND TIME: _____								
<i>(Signed by Fire Watch)</i>								
SIGNED - DATE AND TIME: _____								
<i>(Signed by responsible Officer from vessel)</i>								
Ved Lukkede rum: <input type="checkbox"/>								
Confined space: <input type="checkbox"/>			Iltprocent over 20,8% målt ok: <input type="checkbox"/>			Ventilation i tank ok: <input type="checkbox"/>		
Gasfrimåling ok:/Gasfree Tank: <input type="checkbox"/>			Oxygen content over 20,8% <input type="checkbox"/>			Ventilation in tank ok: <input type="checkbox"/>		



HOT WORK CHECK LIST

OK	N/A	Inden opstart. Start criteria.
		<u>Vurder hvor mange brandvagter der er nødvendigt for at udføre jobbet sikkert.</u> Assess how many fire guards that are necessary to perform the job safely.
		<u>Brandvagten skal være bekendt med sit udstyr. Kendskab til alarm- signaler/lyde.</u> Fire watch is trained in use of this equipment and familiar with location of sounding alarm.
		<u>Skidt, klude, væsker, olier fjernet og stedet rengjort.</u> Dust, lint, Debris, Flammable Liquids and oily deposits removed; floors swept clean.
		<u>Varmt arbejde udstyr i god stand, (stelforbindelse, ledninger, håndtag, osv).</u> Hot Work Equipment in good condition (e.g. power source, welding leads, torches, etc.
		<u>Brandslanger og sprøjte virker. (brandtryk)</u> Sprinklers and hoses streams in service/operable.
		<u>Fare for eksplosioner fjernet.</u> Explosive atmosphere in area eliminated.
		<u>Brandalarm / Flamme detektor i området isoleret eller blokeret.</u> Fire alarms / Flame detectors in area is isolated or blocked.
		<u>Afdæk med brandtæppe af alt der er i farezone for at blive ramt af gnister og ild.</u> Cover with fire blanket of all equip. in danger zone of being in direct contact with sparkles and fire.

OK	N/A	Nødvendigt imens jobbet er i gang / Checks while job is ongoing.
		<u>Området holdes rent imens jobbet er i gang.</u> Area kept clear while job is ongoing.
		<u>Fjern brandbare materialer, om muligt. Ellers overdæk med Brandtæppe eller skærm med metalplade.</u> Remove flammable and combustible material where possible. Otherwise protect with fire blankets guards or metal shields.
		<u>Gangvej fri under varmt arbejde.</u> Gangways kept clear thru the job.
		<u>Hvis brandvagten bliver nød til at forlade området skal en afløser være tilstede eller, alt varmt arbejde stoppes og personerne som udfører varmt arbejde, advares derom.</u> If fireguard have to leave or go a replacement have to come or all work has to be stopped and people doing the hot-work to be notified.

OK	N/A	Slut / Pause kriterier / End / Break criteria.
		<u>Brandvagten skal blive ved jobbet minimum 30 minutter efter jobbet er afsluttet.</u> <u>Der skal være brandvagt i pauserne.</u> Fire watch will be provided during and 30 minutes after work, including any coffee or lunch breaks.
		<u>Området bliver ryddet og alt affald bliver opsamlet og slanger taget fra, svejseværker ryddet til side. Efter endt job pakkes CO2 værker sammen.</u> The area will be cleared and all waste is collected and hoses taken out, welding works cleared aside. After endt job welding machine to be packed together.