

## 1 OMC Traffic Plan

a) Layout of Offshore Marine Centre traffic plan below,



## 2. In-house Traffic Rules and Regulations

- All vehicles must **not** be parked at common roads unless special permission is obtained from OMC WSH Department.
- Vehicles parked illegally will be **WHEEL CLAMPED** and a release fee of \$150 will be imposed where applicable.
- All vehicles should comply with the facilities speed limit which is 20km/h
- All forklift should comply with the facilities speed limit which is 10km/h
- All traffic signs, and directions shall be complied at all times.
- For forklift operations where there is no visibility, banksman is required for ensuring that the route and turning radius is clear for any obstructions.

- 3 Smoking is strictly prohibited at OMC and allowed at designated areas only.
- 4 Sleeping or resting at the wharf area is strictly prohibited
- 5 Non – essential personnel are not allowed to loiter at the wharf area
- 6 No photo taking is allowed within OMC premise unless granted approval by OMC WSH Department.
- 7 The prescribed working hours stated in the Ministry of Manpower regulations shall be complied with by all Resident contractors. (Not more than 12 hours)
- 8 For urgent repairs, servicing of vehicles, storage of ship stores i.e Dangerous Goods and Hazardous Materials and other materials, approval must be sought from and granted by the OMC WSH Department.
- 9 Only SCDF approved road tankers are allowed for re-fuelling of mobile cranes and generators. A Risk assessment of the re-fuelling activity must be submitted to OMC WSH Department prior to entry into OMC premises.
  - Strictly **NO** refuelling of vehicles on the common road.
- 10 Cargo transported on trailers must be properly stacked and lashed prior to any movement.
- 11 Drivers must engage vehicle handbrake and switch off their engines without removing the keys from the ignition when left unattended.
- 12 Tenants / Contractors involved in the transport, delivery of chemicals shall ensure that the Safety Data Sheet of the chemical is available on site.
- 13 OMC Rules and Regulations and Fine System
  - OMC Rules and Regulations shall be complied with; it is the duty of all OMC Visitors to read and understand the requirements.
  - The Rules and Regulations as well as the Fine System shall apply to all OMC Visitors.
  - OMC reserves the right to deter and restrict any person or company from entry or work in the premises in the event of a breach of the rules and regulations.
- 14 For heavy transportation at wharf area, competent banksmen are to be deployed in ensuring that the route is clear from any obstructions. Banksmen are to don luminous reflective vest indicating their roles.
- 15 Risk Assessment

- Risk Assessments for all work activities must be conducted in advance and communicated to all person who are exposed to the risks.
- Risk Assessment must be carried out in compliance to the WSH (Risk Management) Regulations.
- A copy of the Risk Assessment must be made available and submitted to OMC WSH Department for review and retention purpose before commencement of any works.
- All works, regardless if it is carried out onshore or offshore (vessels berthed and engage works independently) must submit a Risk Assessment.

## 16 Training and Competency

- All drivers operating heavy machineries and vehicles are to hold onto a valid driving licence and operator license.

## 17 Permits

- a) All Cranes and Equipment coming into OMC premises shall apply for a “Vehicle & Equipment Entry and Exit Notification” before mobilization / de-mobilization.
  - All Cranes and Equipment will be subject to Inspection prior to entry into OMC premises. (Refer to OMC Wharf Operation Guidelines - OMC Equipment Mobilization Flowchart <OMC Website>)

## 18 Adverse Weather

- a) Adverse weather refers to weather conditions where outdoor activities needs to be stopped due to the imminent threat imposed.
- b) Adverse weather includes conditions (but not limited to);
  - Lightning Alert Category 1
  - Heavy Downpour
- c) A siren and a revolving light located at the Central Operations Building will be activated and an announcement will be made through the PA system to all personnel.
- d) All works on the Common Roads and Wharf area must **STOP**.

- e) All personnel will be required to proceed to the nearest shelter and cease movement.
- f) OMC Safety department shall maintain records on the date / time of the “Stand Down” orders.

## 19 Crane Operations

- a) Only appointed crane companies are allowed to work in OMC.
- b) All cranes shall be parked at designated location only and must not cause obstruction to other users. Illegally parked cranes will be subjected to demobilization from site and a penalty will be imposed.
- c) All cranes mobilized for usage shall be of sound condition and maintained to ensure free from defects.
- d) Crane Operations on the Common Roads and Wharf must comply with;
  - Workplace Safety and Health Act and its Subsidiary Legislation
  - WSH (Risk Management Regulations 2006)
  - Singapore Standard SS 536 (Code of Practice for Safe Use of Mobile Crane)
  - WSH (Operations of Cranes) Regulations 2011
  - All applicable codes and practices
  - Offshore Marine Centre Safe Work Procedure – (JPPL-EHS-19-03-SWF-02 OMC Lifting Operations & Equipment)
- e) Maximum crane capacity of 500 ton mobile crane / crawler is allowed operate from the 3 demarcated zone with a ground loading of 165kn/m. For higher capacity cranes to be mobilised, a ground bearing pressure calculation shall be submitted to OMC WSH department for approval before deployment.
- f) Any crane operation which is required outside the 3-demarcated zone must comply with a ground loading of 60kn/m.