

ENVIRONMENTAL, HEALTH AND SAFETY MANAGEMENT SYSTEM

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1 PURPOSE

- 1.1 This procedure is to governing safe working at heights and to minimise the hazards exposed to personnel who is working over water.

2 SCOPE

- 2.1 To minimise hazards that would lead to any mishaps whilst working over water.

3 RESPONSIBILITIES

- 3.1 All working personnel who working over water shall comply with the following safety requirements. They shall be aware of these requirements when involving working over water.

4 PROCEDURES

4.1 General

- a) No person shall work over / near water alone or without the appropriate rescue equipment specified here.
- b) Where deemed necessary, a tally board shall be located close to the works. Workers will be required to hang their badges going in the work location and thus retrieve it up on exiting. Supervisors will ensure that all persons have been accounted for at break times, at the end of the shift or during emergencies.
- c) A detailed method statement and JSA for the associated works will also be required, that will require approval from the OMC WSH Manager.
- d) Access to vessels shall be by approved gangplanks that are fitted with handrails and toe-boards. No person shall jump across mooring gaps.
 - Gangway
 - Ensure that the gangway is properly placed and secured to the vessel and other side is left rolling freely to compensate for the vessel movement.
 - The gangway is to clear from any movement path of the crane.
 - Suitable netting should be provided and secured firmly under the gangway to prevent person from falling into the sea.
 - Gangway provided must be structurally sound with proper guard rail.

4.2 Personal Protective Equipment

- a) Each person working above or near the water edge shall wear a lifejacket. The boundary at which lifejackets are to be worn will be barricaded off.
- b) Life jackets will be approved US Coast guard approved e.g. SOLAS.
- c) Contractors conducting hot-work shall wear the appropriate lifejacket that is both US coast guards approved and is flame retardant / heat resistant.
- d) In addition to life jackets, life rings or equipment shall be made available at the water edge for emergency use. Life rings or equivalent shall be fitted with not less than 10m of line in order to pull the worker to safety.
- e) Lifejackets shall be inspected formally each month by the WSH Representative. The user shall inspect the life jacket before use and any damage shall be reported immediately to the supervisor or line Manager. No person shall utilise a damaged life jacket.

4.3 Emergency Response

- a) The contractor shall provide an emergency rescue plan covering eventualities for emergency response specific to the works being undertaken e.g. working at the waters edge, piling from a barge, loading of supplies etc. This plan shall be attached to the permit to Work before work commences.
- b) Contractors shall have sufficient numbers of First Aiders that are competent to perform CPR.
- c) For prolonged work near or over water e.g. jetty works, a powered rescue boat shall be provided and maintained by the contractor. Inspections of the rescue shall be conducted daily to ensure it is functional.
- d) Barge poles shall be readily available to hook workers or life lines in the event of a worker falling into the water.
- e) Rescue ladders shall be prepared and laid out. The ladders shall have sufficient length as to reach the water line.
- f) The Contractor shall ensure that all personnel who are required to work over/ near water are able to swim to a level that the Contractor deems sufficient for the risk identified.
- g) Emergency response and any rescue plan shall be clearly communicated to the workers and shall be displayed close to where the works are being performed.

- h) The Contractor shall supply sufficient life buoys to be permanently located at the point(s) of danger. The life buoys shall be attached to a throwing line.
- i) Rescue boats shall have functioning communication equipment in order to raise the medical provider in any event that involves a worker falling into the water or injury.
 - Standby / Rescue Boat
 - The Standby / Rescue boat shall be engine powered and be of sufficient size to perform spotting and /or rescues of workers falling into the water.
 - It shall be fitted with sufficient numbers of lifejackets / vests for its occupants.
 - Rescue boats shall be sea worthy with the appropriate documentation and shall be inspected for function and mechanical capability on a daily basis.
 - Rescue boats shall have sufficient handrails or guard rail to prevent 'man over board'
 - The standby boat shall be crewed by a competent boatman, trained in resuscitation techniques. Provision for landing any casualty should be provided.
 - Housekeeping on vessels shall be conducted continuously to ensure movement around the decks is unhindered. Oil and grease shall be clean up immediately and all rubbish shall be disposed of in the correct manner. It is not permitted to throw rubbish or waste into the water.

4.4 Tidal Working

- a) Where the contractor is conducting activities near/over tidal water, tide times shall be clearly posted and updated daily in the location of the activities.
- b) Specific hazards e.g. under current strengths and tide times shall be communicated to all workers during the daily pre-start brief.
- c) In locations of high current strengths, a standby man / Lifeguard shall be posted to watch workers carrying out tasks at the water edge.
- d) Workers shall be made aware of wave actions and the potential of being washed out into the water.

4.5 Lighting

- a) Adequate lighting shall be provided at the shoreline and on the standby / rescue boats

5 RECORDS

4.1 PTW - Working Above/Adjacent to Waters

6 ATTACHMENTS

5.1 NIL

7 REFERENCES

6.1 All applicable legislation & other requirement