



# Contractor HSE Management Procedure

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## ATTACHMENT 1 – ENEC STANDARD HSE REQUIREMENTS FOR CONTRACTORS

(To be shared with every scope that is risk assessed as per HSE-PRC-100-04 and marked as either high, medium or low risk)

**Medium or High-Risk Scope – HSE Requirements:**  (tick ✓ if the scope is assessed as medium or high risk)

1. Contractor shall comply with;
  - a. All relevant Health, Safety and Environment (HSE) Laws and Regulations;
  - b. Requirements of approvals, licenses and permits (e.g. EIA, No Objection Certificates);
  - c. Appropriate ENEC HSE Management System Requirements, including but not limited to:
    - induction, training and competency;
    - personal protective equipment (PPE);
    - handling, storage, use and disposal of hazardous materials;
    - waste management;
    - permit to work / lock-out tag-out systems;
    - vehicle and driver safety, including BNPP specific requirements; and
    - HSE performance reporting (KPI's), incident reporting, investigation and corrective actions.
  - d. Other HSE requirements as specified by the Scope of Works (SOW) / contract, as applicable).
2. Contractor HSE Management Systems / Programs / Project Plans submission and review:
  - a. for SOW assessed by ENEC as Medium or High Risk (e.g. construction / fit-out activities, plant and equipment installation / commissioning, involving hazardous materials, work at BNPP site):
    - submit HSE management system / program / project specific HSE plan aligned to recognized standards, such as OSHAD-SF, ISO 14001 and ISO 45001 – certification is encouraged but not mandatory; and
    - if applicable, contractors are encouraged to develop project specific HSE plans in compliance with OSHAD SF Code of Practice 53.1 OHS Construction Management Plan.
  - b. submitted documents shall be reviewed and approved by ENEC HSE prior to the commencement of any works.
3. The contractor shall conduct work in a safe manner and shall rectify, without delay, all unsafe acts, conditions or potential hazards. Without prejudice to any other rights of ENEC, if the work being carried out by the contractor is inconsistent with these requirements, ENEC reserves the right to suspend all or part of the work immediately, without any compensation to the contractor thereof. The suspension notice shall include ENEC's reasons for issuing such notice and shall outline the steps that shall be taken by the contractor to rectify the hazard. The contractor shall be considered to be in default of its obligations under the terms and conditions hereof until the unsafe working hazard is remedied to the satisfaction of ENEC.



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4. The contractor shall be responsible for the medical, welfare of its personnel and make arrangements for medical attendance, treatment or emergency evacuation if and when necessary, and shall arrange for, on their own account, suitable insurance coverage for such contingencies.
5. ENEC may inspect the work concerned and may inspect and audit the contractors HSE documentation, processes and activities for the purpose of verifying compliance with the terms and conditions hereof.

**Low Risk Scope – HSE Requirements:**  (tick ✓ if the scope is assessed as low risk)

For SOW assessed by ENEC as Low Risk (e.g. delivery of non-hazardous goods / consumables or consulting services, etc.) contractor shall comply with the minimum HSE requirements (visitor's induction, emergency response requirements, PPE, and road safety rules), specific plans / programs will not be required/ requested.