

# DEVELOPMENT OF AN HSE MANAGEMENT SYSTEM TO INCLUDE CONTRACTOR MANAGEMENT GUIDELINES

<b>Sector</b>	<b>Government</b>
<b>Client</b>	<b>A large Dubai Freezone</b>
<b>Service</b>	<p>Development of an overarching safety code and HSE management system for the master community</p> <p>Development of a supplementary guideline which included contractor management</p> <p>Development of HSE orientation guidelines</p>
<b>Project Days</b>	<b>80</b>

## CLIENT PROBLEM ?

The clients' issue was primarily one of contractor management. Albeit being a Freezone, the client were no different to any other organization who engage with contractors and sub contractors. They have health and safety responsibilities both in regards to the management of these contractors and also to anyone else that could be affected by their activities.

The client were aware that the poor HSE management of contractors could lead to the injuries or ill health of their own staff, contractors staff and the wider public.

It could also place considerable risk on their projects, possibly adding additional costs and delays. Successfully monitoring the contractor's health and safety performance, conducting joint risk assessments and having the right HSE procedures and processes in place to enable them to do this were of vital importance in mitigating that risk.

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# Our Solution

An overarching Safety Code, HSE governance structure and health and safety management system were developed for the master community. These were to be in accordance with the clients established safety procedures and the master community declaration. The safety code was also developed in line with international HSE standards and UAE Federal and Emirate specific law, road traffic safety, environmental and quality management requirements.

For the complex multi-functional developments within the Freezone, the Corporate OHS HSE Consultant helped ensure that every employee, customer, supplier and contractor was protected as far as reasonably practicable from hazards, impacts and risks associated with activities conducted within the community.

A supplementary guideline was also developed outlining standards for all contractors and sub-contractors. Furthermore, health and safety orientation requirements incorporating the new safety code were developed, which would be used for all Freezone employees, both new and existing.

## Summary of Outputs

As an extensive part of the Freezone was then under construction, it was imperative to plan, manage and monitor the health and safety of contractors and subcontractors on site. The Consultant sought to ensure that suitable inductions were provided and reasonable steps taken to prevent unauthorised access to the Freezone. It was also necessary to ensure that construction activities were performed without any undue risks to workers, visitors or the public. This was particularly important when more than one contractor was involved so that activities were coordinated and controlled as per requirements. The focus areas included but were not limited to:

- Roles and responsibilities
- Safety inductions and site requirements
- Controlling risks
- Permit to work
- Working at height, ladders and scaffolding, electrical safety, heat stress and hot work
- Welfare and First Aid requirements
- Portable power tools
- Confined space entry
- Lifting operations
- Manual handling operations
- Risk assessments and method statements
- Personal protective equipment
- Emergency management
- Accident and incident reporting procedures