



HSE POLICY



Overview

At **MIES** the health and safety of everyone who works for, or on our behalf, as well as our customers and all stakeholders is a vital part of the success of our business. Consequently, to ensure an incident free work environment, we have put in place this policy to guide us, our customers and other parties working together to protect life, property and the environment.

This information is to provide employees and customers with the guidelines highlighting the key areas they should be aware of when performing any given task.

Work Permit

The work permit is the key to starting any given operation. All **MIES** employees are sensitized on how to behave until a permit is acquired.

Tool Box Meeting

A tool box meeting must be organized before starting any given task, to help identify and eliminate potential risks.

NB: Safety meetings are always conducted in the language that is understood by all the crew members.

Drug and Alcohol Policy

No worker should be allowed to perform work under the influence of alcohol or drug.

First Aid

All injuries should be reported to the available first aid officer.

Personal Protective Equipment (PPE)

The right PPE should be used at the right time, and in the right place.

Material Safety Data Sheet (MSDS)

Material Safety Data Sheets should be read with crew members, and understand very well, before proceeding to use.

Barricade and Signs

Barricades and safety signs should be placed at suitable locations.

Job Safety Analyses (JSA)

In order to minimize risks, workers in the crew should provide a JSA identifying potential hazards and breaking down the job into basic steps for safety reasons.

Last Minute Risk Assessment



Before work begins on site, the safety officer and the supervisor should performed a last minute risk assessment.

Vehicles

Every day, vehicles should be checked before use, and only competent drivers should be employed. Seat belts should be used at all times and vehicle incidents should be reported to the supervisor.

Confined Space

Confined space should not be accessed until the appropriate entry permit has been obtained, and standby personnel are present.

Fire Fighting and Control

Fire extinguishers must be present during hot works. All **MIES** employees must possess basic firefighting skills.

Ladders and Scaffolding

Only certified persons should erect and dismantle scaffolds. Every harness should be checked very well to ensure that there is no fault on it. When using a ladder, all workers should apply the three points of contact safety rule.

House Keeping

All rubbish from the site should be removed.

Environmental Waste Management

All waste collected during housekeeping should be differentiated from hazardous. The hazardous waste should be sent to the waste management unit for proper handling and treatment.

After Work

All workers should make sure to arrive home safely and healthily to enjoy time with their families. We should also remember to get enough rest in order to resume work the next day in good condition.



Security of Personnel

The company is directly responsible for the safety of its staff, for this it has developed a very defined safety plan, which includes the following:

- All staff of our organization is declared to social welfare
- The internal safety regulations of the workplaces, are clarified mentioned in the contract of employment, and the employee is obliged to respect them.
- Anyone working on the site must wear their personal protective equipment (PPE).
- Safety training cycles at workplaces are periodically organized for staff.
- On a daily basis, a safety meeting is organized before the start of the work.
- The project manager and / or the site manager is responsible for the safety of the personnel.
- Each working group is chaired by a team leader, who is in charge of his team.

Accident Case Procedures

- The person who is touched or injured at the time of work will be evacuated immediately from the workplace by his colleagues.
- He will receive first aid.
- At the same time, the team leader or site manager must report the accident to the Client and his / her superior.
- The injured person will be transported to the nearest medical center according to his condition, by the owner and / or the company if it provides medical care.
- The company prepares an audit report, to verify compliance with these instructions, as well as to raise awareness among its staff.

Personnel Hygiene

Personnel hygiene is a matter of health and cleanliness. For this, our company, must provide and equip these sites with:

- Clean sanitary facilities
- Restoration at the workplace will be controlled and verified.
- Staff accommodation, will be well equipped, with good ventilation and good sunlight penetration.
- Employee awareness is the responsibility of the team leaders and the project and / or site manager.

Endorsed by
management,
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