

Doc No	COR-HSE-HSE-P314
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PART 1: PROJECT INFORMATION (MAKLUMAT PROJEK)

Project owner: <i>Pemilik projek:</i>	Department / Team / Tenant / Sponsor	Work location <i>(Lokasi kerja):</i>	
SATSSB Spvsr. <i>Penyelia SATSSB</i>	Name <i>Nama:</i>	Contractor Spvsr. <i>Penyelia Kontraktor.</i>	Name <i>Nama:</i>
	No. Tel.:		No. Tel.:
Contractor's Company Name <i>(Nama Syarikat Kontraktor)</i>		Contractor's Address <i>Alamat Kontraktor</i>	
Type of work <i>Jenis kerja:</i>	<input type="checkbox"/> Work at height <i>(Kerja tinggi)</i>	<input type="checkbox"/> Lifting work <i>(Kerja mengangkat)</i>	<input type="checkbox"/> Confine space <i>(Ruang terkurung)</i>
	<input type="checkbox"/> Work on roof <i>(Kerja atas bumbung)</i>	<input type="checkbox"/> Work alone <i>(Kerja terpencil)</i>	<input type="checkbox"/> Work at sensitive area <i>(Kerja di tempat sensitive)</i>
	HSE hazardous work guideline being attached <i>(Garis panduan kerja HSE disertakan)?</i> <input type="checkbox"/> Yes <i>(Ya)</i> <input type="checkbox"/> No <i>(Tidak)</i>		
Work activity / process: <i>Aktiviti/proses kerja:</i>			

PART 2: REQUIREMENTS (KEPERLUAN-KEPERLUAN) – Review and can be amended by HSE Officer

Work requirement: <i>Keperluan kerja:</i>	<input type="checkbox"/> Electrical lockout/tagout <i>(Kunci/penanda elektrik)</i>	<input type="checkbox"/> Mechanical lockout/tagout <i>(Kunci/penanda jentera)</i>	<input type="checkbox"/> Confined space entry <i>(Pintu masuk ruang terkurung)</i>
	<input type="checkbox"/> Fall arrest <i>(Penahan kejatuhan)</i>	<input type="checkbox"/> Barricade /Hoarding <i>(Pagar / penghadang)</i>	<input type="checkbox"/> Other <i>(Lain-lain):</i>
Protective Equipment: <i>Alat perlindungan diri:</i>	<input type="checkbox"/> Hand glove <i>(Sarung tangan)</i> Type:	<input type="checkbox"/> Safety helmet <i>(Topi keselamatan)</i> Type:	<input type="checkbox"/> Goggle <i>(Gogel)</i> Type:
	<input type="checkbox"/> Body harness <i>(Abah-abah)</i> Type:	<input type="checkbox"/> Safety shoes <i>(Kasut keselamatan)</i> Type:	<input type="checkbox"/> Mask / Respirator <i>(Topeng/ bantu nafas)</i> Type:
	<input type="checkbox"/> Ear Protection <i>(Pelindung telinga)</i> Muff / Plug	<input type="checkbox"/> Safety Net <i>(Jaring keselamatan)</i> Type:	<input type="checkbox"/> Rain suit <i>(Baju hujan)</i> Type:
	<input type="checkbox"/> Welding apron / suit <i>(Apron/baju kimpalan)</i> Type:	<input type="checkbox"/> Rubber mat <i>(Alas getah)</i> Type:	<input type="checkbox"/> Lightning detector <i>(Pengesakan petir)</i> Type:
Competency requirement: <i>Kemahiran yang diperlukan:</i>	<input type="checkbox"/> Competent welder <i>(Pengimpal bertauliah)</i>	<input type="checkbox"/> Charge-man	<input type="checkbox"/> Crane operator <i>(Pengendali kren)</i>
	<input type="checkbox"/> Forklift operator <i>(Pengendali trak angsun)</i>	<input type="checkbox"/> Authorized gas tester <i>(Penguji gas bertauliah)</i>	<input type="checkbox"/> Fire watch <i>(Pengawal api)</i>
	<input type="checkbox"/> Excavator <i>(Penggali tanah)</i>	<input type="checkbox"/> Metal cutter/scrubber <i>(Pemotong/gahar besi)</i>	<input type="checkbox"/> Air Tower Controler <i>(Menara kawalan udara)</i>
	<input type="checkbox"/> Signal man <i>(Tukang isyarat)</i>	<input type="checkbox"/> Scaffolding erector <i>(Pemasang perancah)</i>	<input type="checkbox"/> Other <i>(Lain-lain):</i>
Isolation <i>(Pengasingan)</i>	<input type="checkbox"/> Domestic Water <i>(Air domestic)</i>	<input type="checkbox"/> Electrical <i>(Bekalan elektrik)</i>	<input type="checkbox"/> Telecommunication <i>(Telekomunikasi)</i>
Additional requirements / remarks <i>(Keperluan tambahan)</i>		Chemical/oil declaration <i>(Pengisytiharan bahan kimia/minyak)</i>	
		Trade name	Vol.

PART 3: PERMIT ATTACHEMENT (LAMPIRAN PERMIT)

<input type="checkbox"/> Site evacuation plan <i>(Pelan pengunsian tapak)</i>	<input type="checkbox"/> Hot work permit <i>(Keselamatan kerja panas)</i>
<input type="checkbox"/> Safety Briefing Acknowledgement <i>(Perakuan penerangan keselamatan)</i>	<input type="checkbox"/> Construction safety guideline <i>(Panduan keselamatan pembinaan)</i>
<input type="checkbox"/> Incident reporting form <i>(Borang laporan kejadian)</i>	<input type="checkbox"/> Work at height guideline <i>(Panduan kerja di tempat tinggi)</i>
<input type="checkbox"/> SATSSB PPE matrix <i>(Matrik PPE SATSS)</i>	<input type="checkbox"/> Lifting work safety guideline <i>(Panduan keselamatan kerja mengangkat)</i>
<input type="checkbox"/> Excavation safety guideline <i>(Keselamatan penggalian)</i>	

PART 4: DECLARATION (PENGISYTIHARAN)

Contractor Project Supervisor <i>(Pengurus Projek Kontraktor)</i>	Signature
I hereby confirm that all measures as specified above, in PART 5 and all instruction stated in this work permit will be followed. Intolerable risk subjected to any violation of this permit's requirement may cause work process being stopped.	
	Name <i>(Nama)</i>
	Position <i>(Jawatan)</i>


PART 5: PERMIT EXPIRY

From <i>(Dari)</i>	Date <i>(Tarikh)</i> Time <i>(Masa)</i>	<table border="1"> <tr> <td>d</td><td>d</td><td>m</td><td>m</td><td>y</td><td>y</td> </tr> <tr> <td>h</td><td>h</td><td>m</td><td>m</td><td></td><td></td> </tr> </table>	d	d	m	m	y	y	h	h	m	m			Until <i>(Hingga)</i>	Date <i>(Tarikh)</i> Time <i>(Masa)</i>	<table border="1"> <tr> <td>d</td><td>d</td><td>m</td><td>m</td><td>y</td><td>y</td> </tr> <tr> <td>h</td><td>h</td><td>m</td><td>m</td><td></td><td></td> </tr> </table>	d	d	m	m	y	y	h	h	m	m		
d	d	m	m	y	y																								
h	h	m	m																										
d	d	m	m	y	y																								
h	h	m	m																										

PART 6: PERMIT APPROVAL (PENGESAHAN PERMIT)

Health Safety & Environment	Facility Management	Work Location Manager
This permit is: <input type="checkbox"/> Approved <input type="checkbox"/> Not approved	This permit is: <input type="checkbox"/> Approved <input type="checkbox"/> Not approved	This permit is: <input type="checkbox"/> Approved <input type="checkbox"/> Not approved
signature/remarks	signature/remarks	signature/remarks
Name	Name	Name
Position	Position	Position
Date	Date	Date

This approved sheet need to be displayed at the work location.

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PART 7: ONSITE PROJECT ASSESSMENT (PENILAIAN PROJEK DI LAPANGAN) – Completed by Supervisors

Part 7.1: Risk Assessment (Penilaian Risiko)

<input type="checkbox"/> Fire (Kebakaran) <input type="checkbox"/> Eye injury (Cedera mata) <input type="checkbox"/> Burn/Corrosive (Melecur/menghakis) <input type="checkbox"/> Physical demand (Kerja berat) <input type="checkbox"/> Vibration (Getaran)	<input type="checkbox"/> Explosion (Letupan) <input type="checkbox"/> Electrocuting (Renjatan elektrik) <input type="checkbox"/> Noise/Jet blast (Bising/Ledakan jet) <input type="checkbox"/> Radiation (Pancaran) <input type="checkbox"/> Ergonomics (Ergonomik) <input type="checkbox"/> Poisoning (Keracunan)	<input type="checkbox"/> Lifting injury (Cedera ketika mengangkat) <input type="checkbox"/> Collapse/topples (Runtuh/tumbang) <input type="checkbox"/> Mechanical accident (Kemalangan jentera) <input type="checkbox"/> Stored/potential energy (Tenaga keupayaan)	<input type="checkbox"/> Vehicle accident (Kemalangan kenderaan) <input type="checkbox"/> Slip/Trip/Fall (Tergelincir/Tersadung/Terjatuh) <input type="checkbox"/> Lightning strike (Panahan petir) <input type="checkbox"/> Suspended load (Beban tergantung) <input type="checkbox"/> Others (Lain-lain):
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Part 7.2: Equipment Safety (Keselamatan Jentera)

<input type="checkbox"/> Welding machine (Mesin kimpalan) <input type="checkbox"/> Safe condition of ladder and scaffold (Keadaan tangga dan perancah yang selamat)	<input type="checkbox"/> Cutting machine (Mesin pemotong) <input type="checkbox"/> Pressurize vessel with safety checklist (Pengandung tekanan dengan senarai keselamatan)	<input type="checkbox"/> Lifting machine with checklist (Mesin angkat dengan senarai keselamatan) <input type="checkbox"/> Approved gas cylinder (Silinder gas yang disahkan) <input type="checkbox"/> Approved power tool (Alatan elektrik yang disahkan)	<input type="checkbox"/> Forklift with safety checklist (Trak angun dengan senarai keselamatan) <input type="checkbox"/> Safe/approved air compressor (Mesin tekanan udara yang selamat) <input type="checkbox"/> Others (Lain-lain):
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Part 7.3: Safety Measures (Langkah-langkah Keselamatan)

<input type="checkbox"/> Stop operation (Henti operasi) <input type="checkbox"/> Lockout/tagout (Penguncian/tag) <input type="checkbox"/> De-pressurize (Penyahmampatan) <input type="checkbox"/> Guarded floor opening (Hadangan pada bukaan lantai) <input type="checkbox"/> Extra ventilation (Pengudaraan yang lebih)	<input type="checkbox"/> Barricade/Cordon-off (Pemagaran dan hadangan) <input type="checkbox"/> Warning sign (Papan tanda amaran) <input type="checkbox"/> Flammable material removal (Alih bahan mudah terbakar) <input type="checkbox"/> Hazardous material concentration test (Ujian kepekatan bahan berbahaya)	<input type="checkbox"/> Mechanical isolation (Pengasingan jentera) <input type="checkbox"/> Disable alarm (Mematikan system penggera) <input type="checkbox"/> Cover flammable material (Tutup/hadang bahan mudah terbakar) <input type="checkbox"/> Fire extinguisher (Alat pemadam kebakaran)	<input type="checkbox"/> Electrical isolation (Pengasingan elektrik) <input type="checkbox"/> Sprinkler isolation (Pengasingan penyembur air - kebakaran) <input type="checkbox"/> Temporary emergency route (Laluan kecemasan sementara) <input type="checkbox"/> Topple prevention (Pencegaran ketumbangan)
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Working at airside?	<input type="checkbox"/> Yes (Ya) <input type="checkbox"/> No (Tidak)	Do work being informed to airport operation?	<input type="checkbox"/> Yes (Ya) <input type="checkbox"/> No (Tidak)
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Part 7.4: Environmental Protection (Perlindungan Alam Sekitar)

Environmental Aspect (Aspek Alam Sekitar)	Mitigation measures (Langkah pengurangan)
<input type="checkbox"/> Air/fume/smoke emission (Pembebasan udara/wap/asap/bauan)	
<input type="checkbox"/> Waste water discharge (Perlepasan air sisa)	
<input type="checkbox"/> Noise emission (Perlepasan bunyi bising)	
<input type="checkbox"/> Radiation / radioactive (Pancaran/radioaktif)	
<input type="checkbox"/> Dust, particulate matters (Debu, partikulat)	
<input type="checkbox"/> Sedimentation, silt, mud (Pemendapan, kelodak, lumpur)	
<input type="checkbox"/> Construction waste (Sisa kerja pembinaan)	

Weather Condition (Keadaan cuaca)

Condition (Keadaan)	Working hours (Waktu bekerja)			
	6am-12pm	12pm-6pm	6pm-12am	12am-6am
Clear (Cerah)				
Cloudy (Mendung)				
Raining (Hujan)				
Windy (Berangin)				
Misty/Haze (Jerebu)				
Storm (Ribut)				

Detail of employee(s) involve (Maklumat pekerja yang terlibat)	Name (Nama)	Mykad / Passport	Sign (T. Tangan)

PART 8: PROJECT COMPLETION (PENYELESAIAN PROJEK)

Contractor Project Manager (Pengurus Projek Kontraktor)	Facility Management (Pengurusan Fasilitas)
I hereby confirm that the work done is: Completed and shall be return to SATSSB management for normal operation. _____ % completed and the work shall be continue until _____ Date.	I hereby confirm that the work done is: Completed and the work area shall be taken back to resume the operation. _____ % complete and need to be completed/repair before _____ Date.
Name (Nama)	Name (Nama)
Position (Jawatan)	Position (Jawatan)