

# TAKE THIRTY

## March 2019

### Introduction

Welcome to the latest Take Thirty HSSE Newsletter. This month we have (amongst other contributions) facts about excavation by Rajesh and Ganesan`s thoughts on the LR4s carried out by Senior Managers. Thank you to everybody who contributed.

It is important to consider the differences between **facts** and **thoughts**. Facts are something that are true, however, thoughts are subjective to each and every person and situation.

I have a friend who is always telling me that they know what I am thinking about, to which my usual response is “it is impossible for you to know what I am thinking, you can only speculate on what you think I am thinking”.

To truly understand what a person thinks, you have to ask questions and enter into a dialogue. It is only through dialogue that we will improve the way in which we do things, not only from a HSSE prospective but in the wider business and personal context, so please continue to share what you know as facts and what you think of as thoughts, because both are very important for us to improve.

  
Peter Baker



### 60 Seconds With P. Arul Raj

#### 1. How long have you been with Douglas OHI and what is your role?

I have completed 29 years in Douglas OHI after I started as a Carpenter on 10 Feb 1990. Currently, I am working as a senior foreman in (Salalah IWP Project).

#### 2. Why is HSSE important in your daily work?

The family has always been the most

important in my life and I know how other people need and love their families. This is why creating a healthy and safe work environment is vital. Before thinking of people in the work site as employees, they are people who have their little families and friends, and having anything harmful happening to them is a big tragedy for their families and for us as a colleague and a team member.

#### 3. If you see someone acting unsafe, what will you do?

Throughout the years of my work with Douglas OHI, I have gained the necessary experience to establish a safe efficient safety process to guide and communicate with employees the right way of doing work to guarantee their and other people safety at work.

#### 4. Can you give an example of excellence in HSSE at Douglas OHI?

The department of HSSE is actively working across department to create and maintain excellent HSSE environment, however, in my opinion, conducting the TBT and In-house training are very good examples that illustrate the excellence and hard work put into health and safety.

#### 5. What is your career aspiration with the company in the future?

To continue to improve health and safety onsite. This will hopefully improve job performance and productivity.

#### 6. How you deal with Sub-contractor employee when not following HSSE rules?

It is very important to respect HSSE rules onsite whether they are our employees or subcontractor`s employees, because anyone onsite can affect everybody`s safety with their acts. Personally, if I witness a situation like this I would advise and inform the employee about our safety rules, and if there is someone else who can easily help these employees understand the importance of these rules, I would ask for their help their help.

"Excavation" means any man-made cut, cavity, trench, or depression in an earth surface. Formed by earth removal by hand or machinery. This includes activities such as Placement of underground utilities, removal of old utility systems, Removal and placement of underground storage tanks, building/equipment/ foundations, basement construction etc.



Main points before starting excavation:

- Did we obtain a dedicated Permit to Work?
- Are all the workers informed about the risks through Tool Box Talk?
- Did we plan the excavations including shoring requirements, safe access/egress etc?
- Do we have proper material for fencing and protecting the excavation perimeter?
- Ensure any support/shoring materials are present on site prior to commencing excavation.
- Are the equipment operators competent?

Most common excavation hazards:

- Cave in
- Crushing injuries
- Suffocation
- Hazardous atmospheres
- Falls
- Struck-by injuries
- Electrocutation
- Drowning



## General Requirement for Protection from Cave-ins

Each employee in an excavation shall be protected from cave-ins by an adequate protective system. Protective systems shall have the capacity to resist all loads that are intended for the system, and could reasonably be expected to be applied or transmitted to the system. Sides, slopes and faces of all excavations will be scaled, benched, rock-bolted, wire-meshed, or secured by some other equally effective means. Portable trench boxes or sliding trench shields may be used instead of shoring or sloping. Such boxes or

shields must be of strength at least equivalent to the sheeting or shoring that would be required in the face of the nature of the soil of material which the trench is made.

The requirements below for the appropriate option must be followed and properly documented.

- Excavations that are made entirely in stable rock. (Natural solid mineral matter that can be excavated with vertical sides and remain intact while exposed. First, a competent person must classify it.
- Excavations that are less than 1.5 meter in depth where examination of the ground by a competent person provides no indication of a potential cave-in.

## Sloping, Benching and Shoring System

The slopes and configurations of sloping and benching systems for excavation 1.5 meter to 6 meters (5 feet to 20 feet) in depth must be selected and constructed by the employer or his designee.



Benching



Shoring



Sloping

People are the most important asset of an Organisation and the most important element of the HSSE programme. Senior management owns HSSE and is responsible for the development of an organisational safety culture where HSSE is the responsibility of everyone.

Leadership start at the top and flows down to floor level, Our Douglas OHI senior management has shown a visible commitment by being involved in walkthroughs, audits on a regular basis. The senior management is also involved in monthly reviews of statistics related to incident investigations, HSSE observations and other KPIs. This is because Douglas OHI senior management believe safety is as important as all the other parameters such as productivity, quality, and cost. This commitment has not only been reflected by their words but also in their actions on a constant basis. The top management has constantly shown a strong passion to achieve Objectives in terms of injuries, illnesses, and accidents.

Walkarounds must be - and must be perceived as - a partnering between management and employees to focus on safety improvements.

Workers are the individuals closest to the work and know better than anyone what the hazards are and how well the controls (if any) are working. When the workers are engaged as partners in the safety improvement process, they are much more likely to see themselves as a genuine part of the safety solution.

Observing actual work activities is the best way for managers to understand the overall effectiveness of the safety effort. The goal is not to monitor compliance with safety rules (which may or may not enhance worker safety) but to evaluate the overall safety of work activities during their conduct.

Successful walkarounds focus principally on what employees are doing rather than on workplace conditions and predetermined specific behaviours. Workplace conditions and unsafe behaviour can be significant safety issues but are often little more than symptoms of the true problems.

Stated simply, management tours put managers in the field to observe work in progress. Then, identify and discuss opportunities to enhance the safety of that work with the workers involved. Regardless of how you describe them, these routine manager/employee safety interactions (i.e. management walkarounds) are a vital part of the safety effort.

In addition to the extremely important function of demonstrating management's commitment to safety, tours provide several positive by-products as below for example:

1. Enhance Employee Morale. Employees react positively to management interest in their work, not to mention the visible concern for their welfare.
2. Build Better Understanding of Operations. Many of these insights simply cannot be obtained from behind a desk.
3. Build Positive Management/Employee Relations. Walkarounds can serve as the basis for positive employee/supervisor interactions for any organizational issue. Although it is important that safety walkarounds do in fact focus on safety, success in this area can lead to better cooperation across the board.
4. Identify Opportunities for Improvement. Walkarounds do more than just sell safety. They nearly always identify specific opportunities for improvement - many of which go far beyond safety.

## Daily Morning Exercise, P Arul Raj, Fahud

### Idea

The idea is to carry out the practice of daily morning exercise as being done at LPIC EPC 3, Fahud.

### Cost

Direct cost is only the rechargeable and USB attachable loudspeaker which is already available in a few sites.

Indirect cost is daily 5 to 8 minutes that will be consumed early morning for exercise.

### Benefits

It will have a positive influence on workers and staff by giving

motivation, improving the level of concentration and helps to relieve stress. Daily morning exercise will warm up the body for day long work, hence reduce the chance of musculoskeletal injuries.

In Fahud, we practice it daily on famous Korean music and everybody from top to bottom participate in it with pleasure and unity. It also improves the team working environment thus it is suggested to be implemented all over the Douglas OHI sites.

We would like to hear about your ideas. Please share your ideas by contacting HSSE Team at [hsse@douglasohi.com](mailto:hsse@douglasohi.com).

# Health Corner - Annual Medical Check-up, Jubin

Douglas OHI started Employee Annual Medical Check-ups in the year of 2014 and these continue. This check-up is carried out by male nurses in the camp and includes eye test, blood pressure, blood sugar level, total cholesterol, and BMI etc.

## Why we started the Employee Annual Medical Check-up?

Health is very important, and some of our people were suffering from high blood pressure and high blood sugar but no signs or symptoms in their body, due to that few of them had major health-related issues like heart diseases.

## The result of Annual Medical check-up

This check-up increases health awareness and prevent disease risk in our company.

We found that, a number of our employees were suffering from High BP, High blood sugar, and high cholesterol but they are unaware/no signs or symptoms of their medical condition illness.

This year we are going to start medical check-ups from 4 March 2019.

Our aim is to promote good health for our employees through monitoring of the health checks along with health education. These are simple tests that may highlight important underlying issues. So please make effort to do this medical check-up without fail.

Annual Medical Check-up 2018			
New Diagnosis/Medicine Cases			
Total No. Employees Checked	Diabetic	Hypertension	High Cholesterol
2,416	26	18	9

2018 summary report of annual check-up for all Douglas OHI sites.

# Employee Training Database by Ramit Singh

The Douglas OHI HR team with help of our IT (Systems) Team have developed an Employee Training Database

Training is an investment in the future of our business and employees to learn new or improve existing skills.

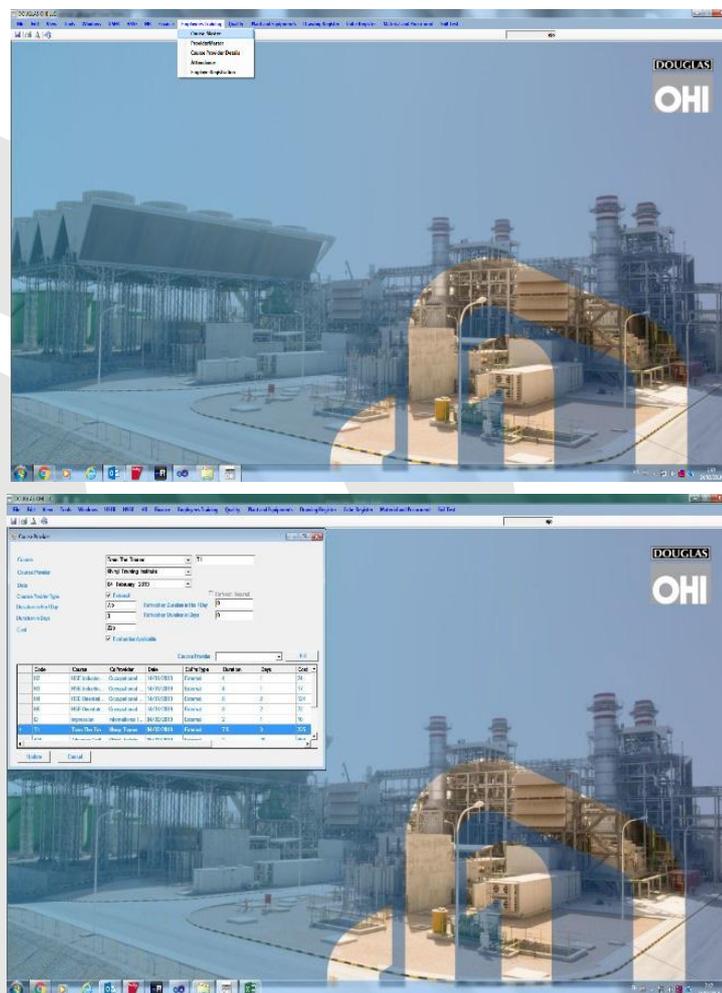
A training programme allows you to strengthen those skills that each employee needs to improve. It is beneficial for our organisation to keep track of which employees have received which training & training records are needed for compliance. A development programme brings all employees to a point where they have adequate skills and knowledge.

The Employee Training Database is designed to record and manage our workforce training records as well as enabling you to drive effective employee training tracking and completion, empowering you to schedule and report on training with the click of a button.

It includes a very dynamic and easy to use Training Matrix, and notifications for training that requires renewing and prior to expiration!

The system will allow us to maintain and manage all of our training metrics, requisitions, attendance sheet, certificates, undertakings & evaluation of the training after 3 months in a singular location. The Training Database allows us to do all this in a short time from a secure web-based platform.

Soon this will be rolled out to all the sites and our IT (Systems) team will give training on how to use the database.



## Around The World (UK): Construction Company Fined After Worker Fell Through Roof

A construction company has been fined after a worker fell through a fragile roof light whilst working on the roof of a school sports hall undergoing refurbishment, breaking both wrists.

Maidstone Magistrates' Court heard how, on 10 January 2017, the worker, who was employed as a labourer for Willmott Dixon Construction Limited at Wildernesses School, Sevenoaks, Kent, tripped and fell about three and a half metres to a concrete floor on the level below.

An investigation by the Health and Safety Executive found he fell whilst he was clearing waste from the roof with three other labourers. Earlier in the project, access to the fragile roof lights had been prevented, but preventative measures had been removed, without other measures being put into place.

Willmott Dixon Construction Limited of Munro House, Portsmouth Road, Cobham, Surrey, KT11 1TF, pleaded guilty to breaching Regulation 9 (2) of the Work at Height Regulations 2005 and was fined

£120,000 and ordered to pay full costs of £3472.

Speaking after the hearing, HSE inspector Stephen Green said "Falls from height remain one of the most common causes of work related fatalities and serious injuries in this country and the risks associated with working at height are well known.

"In this case, measures to prevent falls had been in place earlier in the project, but had been removed, without alternative measures being put into place. Had the worker landed differently, the injuries could have been more serious, or even fatal."



## Safety Selfie Spot The Difference

Can you find the five differences between the two pictures?



## Quote Of The Month

**Being a leader is not about you. It's about the people that are on your team and how you can help them be successful**

**Susan Vobejda**

# February Wordsearch Puzzle

The challenges for the month of March is to search for 11 words related medical check-up.

The letter of the words might appear in the puzzle across, up and down or they might be spelled forward, backward or diagonally.

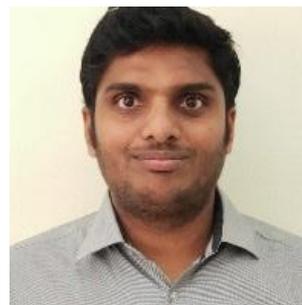
T	H	R	O	A	T	C	H	E	C	K	L
T	N	O	I	T	A	N	I	M	A	X	E
D	H	S	I	J	L	N	C	D	T	B	V
W	F	E	B	G	A	V	A	Y	H	L	E
E	E	Y	I	S	I	F	R	T	Y	O	L
I	E	E	Y	G	P	R	D	I	G	O	L
G	X	C	R	L	H	I	I	P	M	D	O
H	S	H	D	O	C	T	O	R	W	P	R
T	G	E	O	E	W	L	G	A	V	R	T
L	C	C	W	H	K	D	R	X	A	E	S
O	Y	K	Q	L	S	R	A	R	L	S	E
J	P	V	K	L	D	W	M	O	M	S	L
B	L	O	O	D	S	U	G	A	R	U	O
F	J	N	H	J	E	R	R	W	S	R	H
F	U	F	K	C	E	H	C	R	A	E	C

The HSSE department will make a cash donation to the winner's charity of choice.

Please send your answer to [hsse@douglasohi.com](mailto:hsse@douglasohi.com)

## Last Issue's Winner

R. Ganeshram, Quantity Surveyor successfully completed the last puzzle and donated the cash prize to Oman Cancer Association.



## And Finally... Constructive Interventions

Our site team at Al-Duqm have taken the initiative and they build upon discussions at our HSSE Conference by trialling a Behavioural Based Safety course called "Constructive Interventions".

This is a short training course that will help Supervisors and above actively engage with those around them in such a way that the other person takes full responsibility for their actions.

The course will be trialled at our Behavioural Safety Centre on site and starts with an opening video address from our General Manager during which Aaron reinforces the importance looking out for one another and taking the trouble to intervene. The course is designed to ensure interventions are structured in such a way as to make people think more about the consequences of accidents.

Following the trial, the course will also be made available in Arabic and Hindi.

### Have Your Say...

Do you have a suggestion on how we can improve Take Thirty?

Tell us what you like best about the newsletter and how we can make it even better.

Send your feedback or comments to [hsse@douglasohi.com](mailto:hsse@douglasohi.com)

**Douglas OHI Constructive Interventions**

**What is a Constructive Intervention?**  
This is a discussion that takes place with an employee in a way that is structured such that they take ownership of their own safety, health and wellbeing by finding their own solutions to the risks posed by what they are doing.

**Note:** Constructive Interventions are not designed just to be "nice" to people, nor are they a substitute for our disciplinary procedures.

**Who can carry out a Constructive Intervention?**  
You.

**When should they be carried out?**  
Although interventions must be carried out when unsafe practices or conditions are observed i.e. Reactively, Proactive Interventions should be carried out before such a situation arises i.e. when work is being carried out in a safe and healthy way.

Regardless of whether the interventions are carried out proactively or reactively, the process works.

**Douglas OHI Constructive Interventions**

**How to carry out a Constructive Intervention**

1. In a non-obtrusive way, observe an activity being carried out in the workplace (this will help you understand what is going on and what might go wrong).
2. Introduce yourself in a polite manner and ask the person their name.
3. Reassure the individual that there isn't a problem and that you are merely interested in what they are doing today.
4. Ask them "What are the hazards involved?", "How might this affect you?", "How might this affect others?" "What can you do to stop this from happening?" "When will you do it?"

It is essential to follow the structure and actively listen to the other person's answers and use their words back to them, for example if they say "I might fall from height", you say "If you fall from height, how might that affect you?", if they say "I might break a bone", you say "If you break a bone, how might affect others? And so, on until you ask them "What will you do to stop this from happening?"

If this is a Proactive Intervention (and remedial action is not required), they will probably agree to carry out the work as planned, praise them for that.

In the case of a Reactive Intervention (where remedial action is required) then ask them "When will you do this? (i.e. tidy the work area, obtain the correct PPE etc), agree a time and make the effort to go back at that time to close it out and praise them.

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