

Circular

تعميم

<p>Reference : EHS-PM-05-2020</p> <p>To Ship Survey Companies (Category B), Ship Repair Companies, Ship Specialized Companies, Port & Dubai Maritime City Operators</p> <p>From : Environment, Health & Safety Department (EHS)</p> <p>Subject : Amendment of EHS Ship Repair Safe Work Permit (Revision No.3 / Sept' 2020)</p> <p>Date : 15 October 2020</p>	<p>الرقم المرجعي : EHS-PM-05-2020</p> <p>إلى شركات معاينة السفن (الفئة ب)، شركات إصلاح السفن، شركات خدمات السفن التخصصية، مشغلي الموانئ ومدينة دبي الملاحية.</p> <p>من : إدارة البيئة والصحة والسلامة</p> <p>الموضوع : تعديل تصريح إدارة البيئة والصحة والسلامة (تعديل رقم 3 للعمل الآمن لإصلاح السفن سبتمبر 2020)</p> <p>التاريخ : 15 أكتوبر 2020</p>
<p>This circular intends to bring notice to all concerned parties regarding the minor amendment incorporated onto EHS Ship Repair Safe Work Permit considering the risk profile of ship repair activities in PCFC jurisdiction.</p> <p>The permit revision further ensures the protection of life, property and environment, while ship repair jobs are carried out within PCFC jurisdiction.</p> <p>Changes made in the current revision CPM F04a, Rev. No 03/ Sept' 2020 that require attention of clients and concerned parties are outlined as below.</p> <p>Changes made on Page 1 of the permit are highlighted in below points:</p> <p>1. In Section 02. Safety Control Measures for 'Working At Height, has been amended as below:</p> <p>"Scaffolding Erected By Competent Persons, Supervised By Competent Supervisor" – Added</p> <p>" Mobile Scaffolding Wheel Lock Provided And In Working Condition" – Added</p> <p>"Man Lift Third Party Inspection Certificate Valid And Operator Trained" – Added</p>	<p>يهدف هذا التعميم إلى إخطار جميع الأطراف المعنية بشأن التعديل في تصريح إدارة البيئة والصحة والسلامة للعمل الآمن لإصلاح السفن مع مراعاة المخاطر الناجمة عن نشاط إصلاح السفن تحت نطاق سلطة مؤسسة الموانئ والجمارك والمنطقة الحرة.</p> <p>ويضمن تعديل التصريح حماية الأرواح والممتلكات والبيئة وذلك أثناء القيام بأعمال إصلاح السفن تحت نطاق سلطة مؤسسة الموانئ والجمارك والمنطقة الحرة.</p> <p>التعديلات التي تم إجراؤها على التصريح الحالي رقم CPM-F04a، تعديل رقم 3 سبتمبر 2020 والتي تتطلب إهتمام العملاء والأطراف المعنية المذكورة أدناه.</p> <p>تم تعديل الصفحة الأولى من تصريح العمل الآمن لإصلاح السفن على النحو التالي:</p> <p>1. في القسم 02 تم تعديل اشتراطات السلامة الخاصة بالعمل من علو كما موضح أدناه:</p> <p>- تم إضافة "يتم تشيد السقالات بواسطة أشخاص مؤهلين وتحت اشراف مراقب ومؤهل".</p> <p>- تم إضافة "تزويد أفعال لإطارات السقالات المتحركة وان تكون في حالة العمل".</p> <p>- تم إضافة "الحصول على شهادة فحص من الشركات المعتمدة لمصعد الافراد وحصول المشغل على التدريب المناسب".</p>



<p>2. Changes made on Page 3 of permit in Rules for Issuance of Safe Work Permit are highlighted in below points:</p> <p>"Permit shall be issued per location" – Added as rule # 27</p> <p>Ship Repair Safe Work Permit CPM F04a, Rev. No 02/2020 shall remain valid and surveyors shall continue to issue the same until issuance of the new permit from Environment, Health & Safety Department.</p> <p>For any further inquiries and clarification in this regard, please contact:</p> <p>EHS - Ports & Maritime Section: Tel: +97148811881 Email Ehs.Ports@trk.pcfc.ae</p> <p>Thank you in advance for your compliance and cooperation.</p> <p>Attachment : Ship Repair Safe Work Permit Format</p>	<p>2. تم تعديل الصفحة الثالثة الخاصة بقواعد إصدار تصريح العمل الآمن لإصلاح السفن على النحو التالي:</p> <p>- تم إضافة قاعدة رقم 27 "يصدر تصريح العمل لكل موقع عمل".</p> <p>- تستمر صلاحية تصريح العمل الآمن لإصلاح السفن السابق CPM F04تعدیل رقم 2 / (2020) وإصدار المعايين البحريين له حتى صدور التصريح الجديد من إدارة البيئة والصحة والسلامة</p> <p>لمزيد من الاستفسارات بهذا الخصوص، يرجى التواصل مع:</p> <p>إدارة البيئة والصحة والسلامة - قسم الموانئ والنقل البحري: هاتف رقم: +97148811881 أو عبر البريد الإلكتروني: Ehs.Ports@trk.pcfc.ae</p> <p>شاكين لكم حسن التزامكم وتعاونكم.</p> <p>مرفق : نموذج من تصريح العمل الآمن لإصلاح السفن</p>
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Director – Environment, Health & Safety Department
Ports, Customs and Free Zone Corporation

سالم عبد الرحمن عبد الله
مدير إدارة البيئة والصحة والسلامة
مؤسسة الموانئ والجمارك والمنطقة الحرة

SHIP REPAIR SAFE WORK PERMIT

Permit No:

COLD WORK	HOT WORK	CONFINED SPACE ENTRY	GAS FREE
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(Tick Applicable Box)

1. General Details											
Name of Ship			Type of Ship								
Port/Ship Yard Name			Berth/Yard Number								
Flag of Ship			IMO Number								
Job Carried Out by (Tick Applicable)			Ship Repair Company			Ship Crew		Overseas Company		Others	
Company Name			Company Contact								
Validity (Max 24 Hrs)		From				To					
		Date		Date		Date		Date			
		Hours		Hours		Hours		Hours			
Location of Work											
Description of the Job											
Safety Officer		Name		Signature		No of People Working at Location					
2. Safety Control Measures											
Area of Control		Item						YES	NO	NA	
General		Safety / Tool Box Talk conducted and Risk Assessment prepared and records available at work site									
		Emergency Procedure defined, documented and understood by all workers									
		Adequate PPE as required are made available and appropriate Signboards At work site posted									
		Housekeeping at berth and on board satisfactory.									
Hot Work		Work Area/Equipment inspected and made safe.									
		Surrounding area checked, cleaned up, Oil, Rags, combustible material removed and made safe.									
		Adjacent Drains/ Vents, Manholes covered and made Safe. All Deck openings barricaded									
		Charged Fire Hose and sufficient number of appropriate Portable Fire Extinguishers are provided.									
		Shield Against sparks provided and ignition hazards contained. Non-Combustible Fire Blanket provided									
		Pipeline free of combustible, water flushed, purged, made gas free, disconnected/isolated and made safe									
		Supply of sufficient Forced Ventilation, Provision of Adequate Lighting and Welding Fumes Exhaust									
		Hot Work Minimum 500mm away from Fuel Tank and at safe distance from tank Vents									
Dismantling / Testing of Tanks, Pipes & Valves		Equipment/ Tanks washed, cleaned, free from sediments, adequately isolated and gas freed / Adjacent Tanks Gas Freed / Inerted/ Water filled and made safe.									
		Fire Watch Name: _____ Signature: _____									
		No Hot Work within a radius of 3 Meters									
		Use of Containers for collecting Oily Water / Oil									
Confined Space Entry		No incompatible work processes being carried out in the same vicinity at the same time									
		Equipment/ Pipeline is free Of Liquids, Water Flushed, Purged, made gas free and Isolated and in case of tank testing, tank is washed, cleaned, free from sediments, gas free, isolated and made safe									
		Work area has been Gas freed and made human worthy. Gas detector made available by repair company at work site for frequent monitoring of atmosphere, surveyor to verify records on revalidation.									
		All Deck openings are barricaded, passages in tank are safe and free of obstructions									
		Confined space adequately isolated and Suitable Continuous forced Ventilation with Illumination provided									
		Tags provided for Head Count and Notices.									
Working At Height		Suitable Communication System Provided and Tested									
		Means of Evacuation/ Rescue equipment, and First Aid Box available at site									
		Man In Attendance Name: _____ Signature: _____									
		Full Body Harness Worn By Workers									
		Scaffolding is solid and secured. Proper access and handrails provided									
Painting / Chemical Cleaning		Scaffolding erected by competent persons, supervised by competent supervisor and tags verified.									
		Mobile scaffolding wheel lock provided and in working condition.									
		Man lift third party inspection certificate valid and operator trained.									
		Supply Of Sufficient Forced Ventilation									
Hydro Blasting/ Grit Blasting (in enclosed area)		No Hot Work In The Space To Be Painted /Cleaned and within 3 meters of adjacent tank bulkheads									
		Adequate Explosion Proof Light In Good Condition Provided									
		Proper blanking and Isolation of pipelines leading to area to be painted.									
		Chemical Resistant PPE Provided for Workers. Use Of Cartridge Type Respirator/ Air Fed Mask									
		PPE, as appropriate, is provided									
		Barricades (Minimum of 03 meters and signage provided)									
		Dust Collection and spent Grit Recovery System provided for Enclosed area Grit Blasting									
Special Conditions/Precautions/ Attachment		Blast Cleaning Nozzles equipped with an Operating Valve (Dead Man Switch)									
		Blasting carried out from a stable work surface (Ladders, Step Stools, Benches not used)									
		Proper sized Anti-Reversal Device on Hydro Blasting Equipment									
		Blasting System operated within the lowest working pressure (40% of the Burst Pressure)									
High Pressure Hoses Routed and protected to prevent Vehicular damage and Personnel exposure											
3. Authorization Signatures											
Issuing Authority			Performing Authority				Ship Repair Surveyor				
I Certify that I have inspected the location of work and it is safe to start the hot work/ cold work /confined space entry.			I have inspected the job site, Accepted all required precautions and continuous job site supervision needed for safe work.				I have Verified all work permit conditions, including gas measurement and it is approved and safe to commence the job.				
Name		Name		Name							
Signature		Signature		Signature							
Position		Position		Company							
Date:		Date:		Date:							
Time		Time		Time							



SHIP REPAIR SAFE WORK PERMIT

Trakhees ID No		Trakhees ID No	
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4. Gas Free Permit

Sketch the Location of Tanks/ Spaces Gas Tested



GAS Testing Reading shall be performed prior to Hot Work / Confined Space Entry and revalidated (CO, H2S readings given in ppm / O2 reading given in % Vol / Combustible Gas reading given in % LEL)

Tank/ Space/ Pipe Name	O2	CO	LEL	H2S	Tank / Space/ Pipe Name	O2	CO	LEL	H2S

5. Gas Free Permit Revalidation

Daily Endorsement	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Surveyor Name						
Trakhees ID						
Date /Time						
Signature						

6. Safe Work Permit Revalidation

Day	Validity Period				Issuing Authority	Performing Authority		Safety Officer	Fire Watch		Man in attendance	
	From		To			Day	Night		Day	Night	Day	Night
1	Date		Date									
	Time		Time									
2	Date		Date									
	Time		Time									
3	Date		Date									
	Time		Time									
4	Date		Date									
	Time		Time									
5	Date		Date									
	Time		Time									
6	Date		Date									
	Time		Time									
7	Date		Date									
	Time		Time									

7. Permit Closure Signatures

Performing Authority				Issuing Authority			
Job is stopped/ completed and men, material & machinery are withdrawn, job site is cleaned and permit may be cancelled.				The Job is completed, location of work inspected and considered safe. Work permit is hereby cancelled.			
Name:		Signature		Name:		Signature:	
Date:		Time:		Date:		Time:	
Trakhees ID No.				Trakhees ID No.			

Remarks (By Competent Authority):



SHIP REPAIR SAFE WORK PERMIT

RULES FOR ISSUANCE OF SAFE WORK PERMIT

1. "Issuing Authority"- Trakhees Approved Project Manager/ Project Engineer/ Safety Officer of the Business Unit or Master of the Ship is the Permit Issuer and responsible for entire work and coordination.
2. "Performing Authority"-Trakhees Approved Ship Repair Company Supervisor or the Responsible Ship Officer.
3. "Competent Authority"- Trakhees Officer - Ports & Maritime Section.
4. "Ship Repair Surveyor"- Trakhees Approved Ship Repair Surveyor.
5. Safe Work and Gas Free Permit Maximum Validity 24 Hours.
6. Subsequent Monitoring of gas condition at the hot work site and confined space, as referred on the permit, shall be performed by competent persons of the Repair Company. The gas readings shall be logged and shall be made available at site for reference. Ship Repair Surveyor shall verify and confirm the gas reading log prior revalidating the permit
7. Trakhees Approved ship repair surveyor should initiate separate safe work permit for each location onboard vessel requiring repairs.
8. Trakhees Approved Third Party Agencies Supervisors & Surveyors only shall mention their Trakhees-ID Number in the Permit.
9. Ship Repair Permit is Mandatory for All Types of Non-Routine Jobs as defined in Trakhees Regulations and Guidelines.
10. All Permits shall be Re-Issued in case the Vessel changes its location.
11. If any change in gas conditions during revalidation, the permit shall be cancelled and re-issued.
12. All relevant conditions in the Permit shall be checked and Ticked or reflected as "Yes" "No", as appropriate. (No section to be left blank or crossed out. Over-writing is not permitted.)
13. Original (White) Permit copy shall be available at the Work Site for Competent Authority Verification.
14. Surveyor to ensure that all authorized signatories have signed at their designated place on Permit, prior handing over the Permit to issuing / performing authority for starting repair jobs.
15. Authorized signatories are not allowed to sign any section of permit in advance, and mention a later date and time.
16. No Signatory shall sign for both: Issuing Authority and Performing Authority.
17. Upon Completion of the Job(s), the Permit shall be closed by Issuing Authority & Performing Authority by signing at the relevant Columns.
18. Issuing authority, Performing Authority and Ship Repair Surveyor have authority to withdraw the work permits and stop work should they consider any hazardous conditions exist or are likely to exist during the course of the approved work.
19. Competent Authority has the authority to stop work and cancel work permits should they observe
 - Any hazardous conditions exist or are likely to exist during the course of the approved work.
 - Any non-compliance from the repair/Survey company with reference to the conditions as specified on the issued permit or any non-compliance with Trakhees, Ports & Maritime Rules and Regulations
 - Any misappropriation from the repair/Survey company on the way the permit has been issued or been renewed
20. Trakhees Approved Ship Repair Surveyor shall approve all Hot Works and, Vessel Enclosed/ Confined Space Entries.
21. All Concerned Personnel(s) Involved in the Issuance of the Safe Work Permit for Ship Repair Jobs are required to fully understand and comply with Trakhees (Ports & Maritime Section) Rules & Regulations for the safe conduct of the planned Repair Work.
22. Any Emergency Situation makes this Permit Invalid and a New Permit shall be issued for the Job to be Re-commenced.
23. In case of any emergency, immediately contact Command Control Centre (CCC): 04-8874000 (Ports Areas)
24. Dubai Maritime Security (DMC Areas): 056-389-3550
25. Distribution of the Permit Copies Immediately after Approval by Trakhees- Ship Repair Surveyor:
Original (White): Work Site/ Location of Work
First Copy (Pink): Trakhees approved Ship Repair Surveyor
Second Copy (Blue): Marine Department
26. Ship Surveyor Company shall fill the Safe Work Permit Tracking Sheet (CPM-F04b) and upon completion shall submit by E-mail to Trakhees' Ports & Maritime Section (ehs.ports@trk.pcfcae)
27. Permit shall be issued per location.

RULES FOR SAFE WORK PERMIT REVALIDATION

1. Safe Work/Gas Free Permit Revalidation Table must be renewed daily even if permitted work is not carried out.
2. In case of No Work, only Performing Authority is exempted from signing.
3. In case of Shifts, System Revalidation sheet will be signed prior each shift.
4. If Safe Work / Gas Free Permit is Not Revalidated within 24 hours, the Safe Work Permit shall remain invalid and is to be cancelled off.
5. Safe Work / Gas Free Permit can be extended to a maximum duration of 7 days from the date of Permits Issuance.
6. Revalidation Table shall be signed only by Authorized Signatories.

All rights reserved. No part of this form (CPM-F04a: Ship Repair Safe Work Permit) may, for sales or issuing purpose, be produced, stored in a retrieval system or transmitted in any form or by any means, electronic, electrostatic, magnetic tape, mechanical, photocopying or otherwise, without prior permission in writing from Trakhees' - Ports & Maritime section.