

Unique Selling Proposition Honesty:

Transparency and integrity are the cornerstones of our business. We believe in open communication and ethical practices, fostering trust among clients and partners.

Timely Delivery:

Committed to meeting deadlines, Dynamic EarthCraft ensures that projects are delivered on time, meeting or exceeding client expectations.

Cost-Effective Solutions:

We understand the importance of cost-effectiveness. Our team works diligently to optimize project costs without compromising on quality, offering value-driven solutions Dynamic EarthCraft is an Eco and innovative engineering contracting firm dedicated to delivering sustainable solutions for the corporate and residential sectors. Established with a vision to merge cutting-edge engineering practices with a commitment to environmental responsibility, Eco Craft Solution strives to create a greener and more efficient future



Mission:

To be a leader in providing eco-friendly engineering solutions, setting industry standards for excellence, integrity, and environmental responsibility.

Vision:

To build a future where engineering meets ecological sustainability, creating spaces that harmonize with the environment and enhance the quality of life. We are committed to protecting our clients' investments by delivering efficient solutions tailored to their requirements, safeguarding their money, time, and energy.

Contact Information: Dynamic EarthCraft C9 Shadman Town Malir Kala Board +92300-0057-466 +92316-1059-533 info@dynamicearthcraft.com www.dynamicearthcraft.com



SECURITIES AND EXCHANGE COMMISSION OF PAKISTAN

Company Registration Office

CERTIFICATE OF INCORPORATION

[Under section 16 of the Companies Act, 2017 (XIX of 2017)]

Corporate Unique Identification No. 0247335

I hereby certify that **DYNAMIC EARTHCRAFT (SMC-PRIVATE) LIMITED** is this day incorporated under the Companies Act, 2017 (XIX of 2017) and that the company is **limited by shares**.

Given at Karachi this Twentieth day of December, Two Thousand and



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PAKISTAN		REGISTRATION C	
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ddress	C-9, Shadman To	wn, Kalaboard, Malir Malir Tov	
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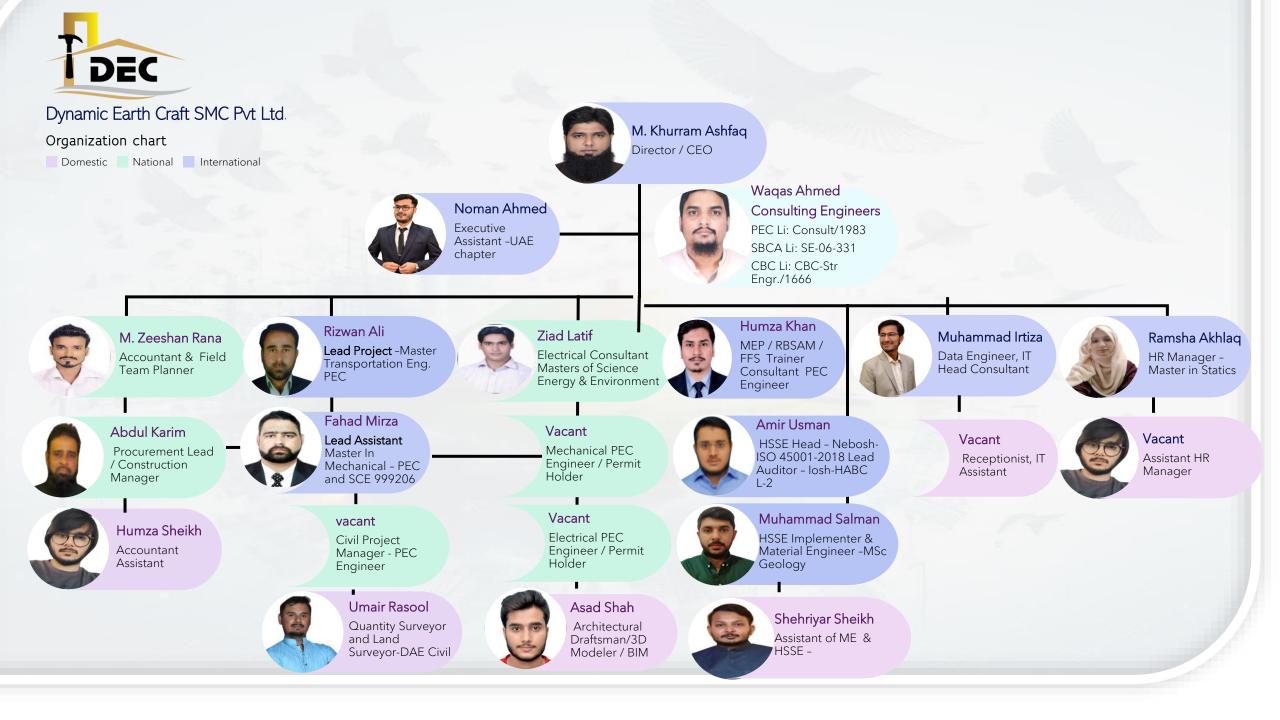
Pakistan Engineering Council Constructor Operator Registration Portal

Dynamic Earthcraft (SMC-Private) Limited C6 /Requested

Request for New applied for year 30 June, 2024

Application is in process. Application number is 337914

	1	Search:	
7	Jan 11, 2024	Case received by PO	
8	Jan 11, 2024	Firm Application has been pended. (Fee not verified)	
9	Jan 11, 2024	Fee Verified for Voucher Number:259709	
10	Jan 11, 2024	Case received by Recommendation / Review Officer	T







DYNAMIC EARTHCRAFT SMC PRIVATE LIMITED

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DEC - Health, Safety, Security, and Environment (HSSE) Policy

Dear, Team/Employee's,

I am pleased to introduce the Health, Safety, Security, and Environment (HSSE) Policy of Dynamic EarthCraft SMC Pvt Ltd, a testament to our unwavering commitment to fostering a secure and healthy work environment. This policy is designed to encompass the following key principles:

 Compliance: Dynamic EarthCraft SMC Pvt Ltd is dedicated to strict adherence to all relevant HSSE legal requirements and will follow the guidance provided by our clients or main contractors.

2. Protection: Our topmost priority is the safety and well-being of our employees, clients, sub-contractors, visitors, and company assets.

3. Employee Participation: We encourage active engagement and participation of all employees in our comprehensive health and safety programs.

4. Environmental Stewardship: Dynamic EarthCraft SMC Pvt Ltd is committed to environmental conservation. We will implement practices that ensure the safety of tools and machinery, supervise employees to guarantee secure work practices, and promote awareness of health, safety, and environmental concerns.

 Personal Protective Equipment (PPE): We will provide and ensure the proper use of appropriate Personal Protective Equipment (PPE) by all employees carrying out their tasks.

The successful implementation of this policy relies on the collective effort of all management levels and the wholehearted support of each employee. Together, we strive to establish a workplace that not only meets but exceeds the highest standards of HSSE excellence.

Should you have any inquiries or require further clarification on any aspect of this policy, please feel free to reach out.

Thank you for your commitment to upholding a safe and secure working environment at Dynamic EarthCraft SMC Pvt Ltd.

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Best Regards,

Muhammad Khurram – Director

Dynamic EarthCraft SMC (Pvt) Ltd





DEC - Personal Protective Equipment (PPE) Guidelines

1.0 Introduction

1.1 Purpose

The purpose of this procedure is to establish requirements and guidelines for the selection, use, and maintenance of Personal Protective Equipment (PPE) across all Dynamic EarthCraft SMC Pvt Ltd Projects. This procedure ensures the proper selection, provision, use, maintenance, and enforcement of PPE for both contractor and subcontractor personnel.

1.2 Procedure

The fundamental PPE for all site personnel includes a safety helmet, safety glasses with side protection (panniers), steel toe-capped safety footwear, and overalls (100% cotton or fireresistant). Regular inspection of PPE is mandatory, documented using Annexure A: Personal Protective Equipment Inspection Checklist. Specific PPE requirements will be outlined in the Method Statement and/or Risk assessment relevant to the job.

Helmets must be worn as designed; any alteration, such as wearing the helmet with the rim facing backward, is strictly prohibited. All on-site PPE must bear the CE marking, and noncompliance will result in disciplinary action.

2.1 Head Protection

2.1.1 General

Safety Helmets/Hard hats protect against head injuries from falling objects, impacts, and splashing liquids. Helmets should fit properly, be comfortable, and replaced if subjected to severe impact. Paint (aerosol type) is prohibited as it may compromise the helmet's integrity.

2.1.2 Selection

Three types of head protection are widely used: safety spectacles, eye shields, and safety goggles. All personnel entering PROJECT workplaces where head injury risks exist must wear safety helmets.



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3.2 Eye Protection

3.2.1 General

Eye protection guards against dust particles, fumes, liquids, and certain light types. Clean lenses regularly to maintain optimal vision. The selection depends on the hazard, considering comfort, style, and durability.

3.2.2 Selection

Options include safety spectacles, eye shields, and safety goggles. Regular maintenance is crucial, and contact between gloves and chemicals should be minimized.

3.3 Hand Protection

3.3.1 General

Gloves appropriate to the hazard shall be worn to prevent hand damage. Proper donning, use, removal, and storage are essential. Gloves must be a good fit, regularly checked, and discarded if worn or deteriorated.

4.4 Foot Protection

4.4.1 General

Safety footwear protects against a range of hazards. Examples of activities requiring safety footwear include construction, mechanical and manual handling, electrical work, thermal conditions, and welding.

4.4.2 Selection

Selection is based on compatibility with the work, degree of protection, and user requirements. Features such as treaded soles, steel toe-caps, heat resistance, and compliance marks are critical factors.

These guidelines ensure the safety and well-being of all personnel at Dynamic EarthCraft SMC Pvt Ltd. Any concerns or clarifications can be directed to Muhammad Khurram Ashfaq at 0300-0057466.

STAY SAFE.

Best Regards,

Muhammad Khurram – Director

Dynamic EarthCraft SMC (Pvt) Ltd

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DEC - HSE Incident Notification, Investigation, and Reporting Process Dear, Team/Employee's,

At Dynamic EarthCraft SMC Pvt Ltd, ensuring the highest standards of Environmental, Safety, and Health (ES&H) is of utmost importance. To this end, I would like to introduce our comprehensive HSE incident Notification, Investigation, and Reporting Core Process (CP).

Scope of the Process:

This CP establishes the standard criteria and process for investigating and reporting serious and other work-related incidents involving the following entities:

Dynamic EarthCraft SMC Pvt Ltd employees Joint venture employees/personnel Joint company employees/personnel Sub-contractor employees (regardless of tier) Customer/Dynamic EarthCraft SMC Pvt Ltd contractor employees Customer personnel, Ioaned/seconded employees, and/or Members of the general public Non-Retailation Policy: Dynamic EarthCraft SMC Pvt Ltd strictly prohibits retailation or reprisal against any employee for reporting a safety, health, or environmental concern or incident.

Incident Categorization:

For the purpose of this CP, incidents are categorized as either "Serious" or "Other," with "Serious Incidents" encompassing events such as fatalities, serious injuries/illnesses, immediate hospitalization of three or more persons for more than 24 hours, significant property damage, and environmental incidents with potential enforcement actions.

Incident Investigation Responsibilities:

Various individuals hold specific responsibilities under this CP:

Corporate ES&H Manager/Designee Corporate Legal/Risk Management Team Employees (All employees are responsible for assisting in investigations within their scope and reporting incidents)



Initial Response to Incidents:

Upon the occurrence of an ES&H Incident, the Site Manager and Senior Project ES&H Representative are notified immediately. The response includes ensuring proper medical treatment, securing the scene, testing personnel for substance abuse, protecting the environment, and obtaining witness statements.

Incident Notification:

Notification of incidents, especially Serious Incidents, follows a structured process involving immediate internal notification, authority notifications, and preparation and distribution of an Initial Notification Form.

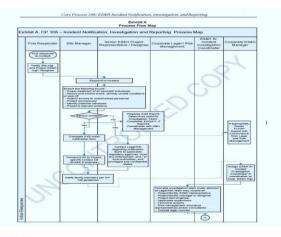
Incident Investigation Process:

The investigation process for Serious Incidents is detailed and includes privileged and confidential considerations. It involves determining privileged status, designation of a Senior ES&H Incident Investigation Coordinator, convening an investigation team, and commencing the investigation with a focus on inspection, evidence review, and witness interviews.

Your commitment to the principles outlined in this process contributes significantly to our collective efforts in maintaining a safe and secure working environment. Regular exposure to high noise levels poses a risk of tinnitus and hearing loss, with symptoms often taking years to manifest. As responsible employers, we are legally obliged to assess and control the risk of excessive noise. Adequate hearing protection should be provided, and training on equipment usage is crucial.

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STAY SAFE.

Best Regards,

Muhammad Khurram - Director

Dynamic EarthCraft SMC (Pvt) Ltd

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DEC - Comprehensive Overview of Health Hazards in Construction Projects

Dear, Team/Employee's,

Trust this message finds you in good health. As part of our commitment to maintaining a safe and healthy work environment at Dynamic EarthCraft SMC Pvt Ltd, I want to provide a thorough understanding of the major health hazards that demand our attention.

1. Noise-Induced Hearing Loss:

Regular exposure to high noise levels poses a risk of tinnitus and hearing loss, with symptoms often taking years to manifest. As responsible employers, we are legally obliged to assess and control the risk of excessive noise. Adequate hearing protection should be provided, and training on equipment usage is crucial.

2. Hand-Arm Vibration Syndrome (HAVS):

The use of hand-held power tools in construction can lead to HAVS, causing permanent damage to fingers, hands, and arms over time. Our duty is to assess and control the risk from vibration, opting for low-vibration tools whenever possible.

3. Musculoskeletal Disorders (MSDs):

MSDs, affecting joints or tissues in limbs or the back, can result from repetitive work or hazardous manual handling. Our approach involves avoiding such operations where feasible, conducting risks assessments for unavoidable tasks, and minimizing risks.

4. Dermatitis:

Exposure to substances like wet coment and solvents can cause dermatitis. Proper PPE, including gloves and coveralls, must be used, with care taken during application and removal. Appropriate PPE is a crucial preventive measure.

5. Asbestos-Related Diseases:

Asbestos-related diseases, the leading cause of work-related deaths, necessitate thorough risk assessment and management. Anyone involved in maintenance or repair must assume asbestos presence, assess the risk, and take necessary actions, including providing information to those likely to encounter asbestos.



6. Silica-Related Diseases:

Respirable crystalline silica (RCS) can result from cutting or working with silica-containing materials. This can lead to silicosis, impacting breathing and potentially causing lung cancer. A comprehensive risk assessment, including airborne concentration quantification, is essential. Guidance documents from HSE, such as water suppression and respiratory protective equipment use, should be strictly followed.

It is imperative that we prioritize the health and well-being of our team by proactively addressing these hazards. If you have any questions or concerns, please do not hesitate to reach out.

STAY SAFE.

Best Regards,

Muhammad Khurram – Director Dynamic EarthCraft SMC (Pvt) Ltd

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Plant and Equipment Management Procedure

Last Updated: 05 January 2024

1. Purpose

The purpose of this procedure is to ensure that risks associated with plant and equipment within the Construction projects been executed for various clients are identified and managed.

2. Scope

This procedure applies to all plant and equipment which are used in workplaces.

3. Procedure

3.1 Identify Plant and Equipment

The Site manager should identify all plant and equipment within the workplace in consultation with the <u>Health and Safety Representative</u> (HSR) and employees and record this information in the *Plant* and *Equipment Register*. Examples of plant and equipment include:

- Jack hammer
- Grinder
- ladders
- table saws
 powered hand tools
 Iifts

Hazard identification should take place

- · when new plant and equipment is introduced into the workplace
- for all existing plant and equipment
- before any changes are made to the system of work for plant and equipment
- before the plant and equipment is used in a manner other than what it was designed for
- · when new information regarding the safety of the plant and equipment becomes available.

3.2 Risk Assessment of Plant and Equipment

The **Site Manager** and/or **HSE officer** are to ensure that a risk assessment is completed as per the requirements of the *OHS Risk Management Procedure* and documented in the *Plant and Equipment Risk Management Form.* A risk assessment should be completed for each identified hazardous item of plant and equipment in consultation with:

Plant and Equipment Management Procedure

- HSR
- Employees
- Relevant standards, codes of practice or legislation.

When determining the level of risk of a hazard the Site Incharge and/or HSE officer should also consider:

- · the systems of work related to the use of the item of plant or equipment
- the layout and physical conditions of the workplace
- · the range of methods by which the work can be completed
- the type of hazards involved with the method of use and item of plant or equipment proposed to be used
- The competence of persons to undertake the work.

3.3 Purchase or acquisition of Plant

The **Site Incharge** and/or **HSE officer** must ensure that prior to the purchase or acquisition of plant and equipment, that the *OHS Purchasing Checklist* is completed in accordance with the *OHS Purchasing Procedure*. This should occur in consultation with:

- HSR
- Employees

3.4 Controlling Plant and Equipment Risks

3.4.1 Control Measures

The Site Incharge and/or HSE officer in consultation with the HSR and employees are to ensure suitable controls, as outlined in the OHS Risk Management Procedure are selected and implemented where plant and equipment risks are identified. This is to be documented on the Plant and Equipment Risk Management Form.

Examples of plant and equipment controls (from most to least effective) could include:

- determining whether the task can be completed by an alternative method e.g. purchasing timber pre-cut to the correct length
- installing and maintaining fixed guarding on machinery
- training employees in appropriate courses to obtain the required competencies
 - developing Safe Work Procedures
- · providing Personal Protective Equipment (PPE) such as ear and eye protection.

Where the controls include development of procedures for the safe operation and/or use of plant and equipment, a Safe Work Procedure Template should be completed and displayed adjacent to all items of static plant and accessible to operators of portable plant.

Plant and equipment that is identified as being unsafe must be isolated and tagged as per the Isolation and Tag Out Procedure.

3.4.3 Maintenance

A record of inspections and maintenance must be kept for each item of plant and equipment. This includes scheduled maintenance, breakdown maintenance and replacement of parts (e.g.



Plant and Equipment Management Procedure

blades and belts) outside the scheduled maintenance program. Maintenance requirements should be determined in accordance with the supplier or manufacturer recommendations. Details recorded for plant and equipment should as a minimum include:

- · plant and equipment name
- location
- · serial or identification number
- description of work performed
 completion date of repairs/maintenance
 who the work
 was performed by.

If the workplace does not have an existing recording system, the *Plant and Equipment Risk* Maintenance Form may be used. When items of plant are being maintained or repaired they must be isolated and tagged as per the *Isolation and Tag Out Procedure*.

The Site Incharge and/or HSE officer should ensure that contractors engaged to undertake maintenance are managed as per the *Contractor OHS Management Procedure*. The frequency of the maintenance program will depend on:

- · legislative requirements

3.5 Reviewing Controls

The Site Incharge and/or HSE officer are responsible for reviewing the effectiveness of risk controls in consultation with the HSR and employees.

The Site Incharge and/or HSE officer should review the completed Plant and Equipment Risk Management Form, OHS Risk Register and any other relevant sources of information (e.g. operating manual) to determine if the current controls are appropriate for individual items of plant and equipment. Any changes to the risk controls must be documented on the relevant Plant and Equipment Risk Management Form and the OHS Risk Register.

Plant and Equipment Risk Management Forms are to be reviewed and revised whenever there is evidence to indicate that the controls may no longer be valid, for example:

- · when the system of work for plant and equipment changes
- · if the plant and equipment is used in a manner other than what it was designed for
- · when an incident occurs involving an item of plant
- when new information regarding the safety of the plant and equipment becomes available.

3.6 Licensing Requirements

WorkSafe Victoria requires the operator of certain items of plant and equipment to hold a relevant licence. Licencing requirements can be found in Schedule 3 of the Victorian Occupational Health and Safety Regulations-High Risk Work Licence Classes.

The **Site Incharge** and/or **HSE officer** should ensure that all operators of plant and equipment required to be licenced are identified as per the *Induction and Training Procedure*.

A photocopy of the current licence must be collected by the **Site Incharge** and/or **HSE officer** and retained in the training records. The licensing requirements for contractors are to be managed as per the *Contractor OHS Management Procedure*.

Plant and Equipment Management Procedure

3.7 OHS Risk Register

The Site Incharge and/or HSE officer are to ensure that the OHS Risk Register is kept up to date and is reviewed when plant and equipment hazards are identified, assessed, controlled and reviewed. Communication of any changes to the hazards associated with plant and equipment is to occur as per the OHS Consultation and Communication Procedure. 4. Defined terms

Terms defined within this Procedure can be located on the Department's <u>Defined Health, Safety</u> <u>Terms</u> website. Defined roles will appear in **bold**.

5. Related references:

Occupational Health and Safety Act 2004 Occupational Health and Safety Regulations 2017 Safe Use of Machinery in Technology Teaching School Policy and Advisory Guide – Curriculum

6. Related documentation:

Contractor OHS Management Procedure Isolation and Tag Out Procedure OHS consultation and Communication Procedure OHS Induction and Training Procedure OHS Purchasing Procedure OHS Purchasing Checklist OHS Risk Management Procedure OHS Risk Register Plant and Equipment Register Plant and Equipment Risk Management Form Plant and Equipment Maintenance Form Safe Work Procedure Template Testing and Tagging of Electrical Equipment Procedure





Author: Amir Usman -QHSE Manager

Dynamic EarthCraft SMC Pvt Ltd.

COMPANY POLICIES AND PROCEDURES

Substance Abuse, Drugs, and Alcohol Policy - Dynamic EarthCraft SMC Pvt Ltd

1.0 PURPOSE

This document outlines the Substance Abuse, Drugs, and Alcohol Policy for Dynamic EarthCraft SMC Pvt Ltd.

2.0 SCOPE

This policy is applicable to all Dynamic EarthCraft SMC Pvt Ltd projects, offices, and facilities.

3.0 ACRONYMS & ABBREVIATIONS

DEC: Dynamic EarthCraft SMC Pvt Ltd
 PD: Project Director
 HSEM: Health, Safety, and Environment Manager
 HRM: Human Resources Manager
 DM: Department Manager

4.0 Definitions

- Pre Screening: Screening for the presence of alcohol using a handheld electronic device.
 - Alcohol Testing: Testing for the presence of alcohol in accordance with local authorities' legislation using approved equipment and procedures.
 - Fountary: Pre-screening: Formal request for pre-screening without presenting oneself for work.
 - Unauthorized Drugs: Any substance, other than an Authorized Substance, with narcotic, depressant, stimulant, hallucinogen, or cannabinoid effects.
 - Authorized Substances: Lawfully prescribed or available substances used in appropriate dosages and for prescribed purposes.
 - IO Premises: Includes worksite locations, offices, parking lots, or vehicles owned, leased, or rented by Dynamic EarthCraft SMC Pvt Ltd.
 - Under the Influence of Alcohol: Being affected by alcohol in any detectable manner.
 - Blood Alcohol Content: Concentration of alcohol in the blood.
 - Contraband: Drug Praphical.
 - Laboratory Testing: Physiological or biochemical testing and analysis, including urinalysis, breath analysis, and

-Laboratory Testing: Physiological or biochemical testing and analysis, including urinalysis, breath analysis, and blood analysis.

-Personal Search/Screening: Authorized search of employees' personal property on DEC Premises.

COMPANY POLICIES AND PROCEDURES

-Return to Work Agreement: Agreement specifying conditions for an employee to return and maintain employment. -Safety-Sensitive Position: A position related to the safe operation or security of a facility or equipment, posing serious safety risks if not performed properly. -Substance Abuse: Unauthorized drug and alcohol use violating the policy.

5.0 REFERENCES

ISO 14001/OHSAS 18001: 4.4.6, 4.5.1

7.0 REQUIREMENTS

7.1 Alcohol & Drug Policy

The manufacture, use, possession, distribution, etc., of Unauthorized Drugs or Alcohol on IO Premises is prohibited. Violations may lead to dismissal as per Oman Labor Law Article No: 40.

7.2 Training

7.2.1 Employee Education

Periodic Alcohol & Drug Policy training conducted by HSE Department for all employees, including new hires.

7.2.2 Employee Notification

Employees notified of expected conduct, provisions, and Policy enforcement during education sessions. Written confirmation of understanding and agreement required.

7.2.3 Medication/Substance Reporting

Employees must notify supervisors in writing when taking any medication affecting their performance. Supervisors assess impact and adjust work scope accordingly.

7.3 Screening

7.3.1 Screening Process

Drug and alcohol testing announced randomly or scheduled for all staff. Various testing scenarios described, including random testing and screening after accidents or incidents.

COMPANY POLICIES AND PROCEDURES

DEC

7.3.2 Screening Results Action Levels

Procedures for employees with positive readings outlined, including confirmatory testing and disciplinary actions.

7.3.3 Discipline

Disciplinary measures for policy violations, including dismissal for possession or use of Unauthorized Drugs or Alcohol, or being "Under the Influence" during working hours.

8.0 ATTACHMENTS

8.1 Attachment 1: Breath Alcohol Testing Form

DRUG AND ALCOHOL TESTING REQUEST FORM

COMPANY:	DAT	E:	_2
PHONE:	ADDRESS:		
MPLOYEE NAME:		IPLOYEE ID:	
Please perform only the se	vices marked with an x.		
DOT Drug TestN Physical	ON DOT Drug Test _	DOT Breath Alcohol Test	DOT
Reason for Test: (All Retu		p testing must be performed und	ler direct

Pre Employment Random Return to Duty Reasonable Suspicion

COMPANY POLICIES AND PROCEDURES

___Follow-up ____Post-Accident~ Date and time____

TO CLINIC PERFORMING SERVICE: You may have both kits and chain of custody forms on file for this client. Or the donor will bring supplies with them. To order supplies call {Insert number}.

Page 4 of 8

Lab: MRO: Dr. Name......
Third Party Administrator (TPA):

8.2 Attachment 2: Drug Testing Form

Date and Time:

Place:

Name and Surname:

Nationality:

Occupation:

Result of Urine Test:

Witness:

Signature:

Employee No:

Witness:

Signature:

Employee No:

Page 3 of 8







Risk Assessment Register - HEMP for Dynamic EarthCraft SMC Pvt Ltd

Last Updated: 15 January 2024

Risk Assessment Register - HEMP (Hazard and Effects Management Process)

Project: Project Base / Project Name

Date:

Risk Assessor: [Name]

1. Introduction:

The Hazard and Effects Management Process (HEMP) is a critical component of our risk management strategy at Dynamic EarthCraft SMC Pvt Ltd. This Risk Assessment Register outlines identified hazards, potential effects, and mitigation strategies associated with the project.

2. Project Overview:

Provide a brief overview of the project, including its scope, objectives, and key stakeholders.

3. HEMP Methodology:

Explain the methodology used for the Hazard and Effects Management Process, including data sources, analysis techniques, and criteria for risk evaluation.

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4. Identified Hazards: List the identified hazards relevant to the project. This may include but is not limited to: - *Physical Hazards* - *Chemical Hazards* - *Biological Hazards* - *Environmental Hazards* - *Operational Hazards*

5. Potential Effects: For each identified hazard, outline the potential effects on personnel, assets, environment, and project timelines.

6. Risk Evaluation:

Assess the level of risk associated with each identified hazard and its potential effects. Use a risk matrix or other appropriate evaluation tools.

7. Current Controls: Describe the existing controls and mitigation measures in place to manage or reduce the identified risks.

8. Residual Risks: Identify any residual risks that remain after the application of current controls. Assess their significance and potential impact.

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9. Action Items:

Specify recommended action items to enhance existing controls or implement new measures to further mitigate identified risks.

10. Responsible Parties:

Assign responsibilities for the implementation of action items. Clearly define who is accountable for monitoring and managing specific risks.

11. Monitoring and Review:

Establish a schedule for ongoing monitoring and review of the Risk Assessment Register. Specify the criteria for triggering a review and potential updates.

12. Approval:

Obtain necessary approvals from relevant stakeholders for the Risk Assessment Register and proposed action items.

13. Document Control:

Ensure proper version control and documentation of changes made to the Risk Assessment Register over time.

14. Distribution:

Identify stakeholders who should have access to the Risk Assessment Register and ensure timely distribution of relevant updates.

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This Risk Assessment Register serves as a dynamic tool for proactive risk management throughout the project life cycle. Continuous monitoring, timely updates, and collaborative efforts will contribute to a safer and more successful project execution.

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The main objective of HEMP is to identify and analyze all HSE hazards and their effects associated with company operations and to manage them properly to either eliminate or reduce the risk to ALARP.

A Hierarchy of Control method shall be utilized in the Control & Recovery stages of the HEMP.

The Hierarchy of Control shall seek to:

- ELIMINATE hazards if possible
- SUBSTITUTE the hazard with a less risky one if available
- REDUCE the risk to 'As low as is reasonably practicable' (ALARP)
- Control by PROCEDURES & **RULES** if engineering controls are not practicable.
- PPE shall only be used in conjunction with other hazard control method.



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Task/Activity: Driving Identified Hazards Hazards Effects (If the hazard is **Control Measures** S. # (Potential to Sever Sever Recovery Measures (PPE/ Procedures etc.) released) cause harm) Road Transport Accident, Reduced decision-making ability, Fatigue: Tiredness. Reduced communication skills. Sleepiness, Reduced attention and vigilance, Follow Journey Management including reduced ability to handle stress on the Procedure (take breaks falling asleep according to the journey plan). reduced reaction time - both in speed and against your thought (a few studies have shown this will, ("micro Fatigue Training: effect as similar to being legally drunk), 1st Aid, Press Panic Button, Call sleeps") Establish Regular eating times, 1 Irritability, Loss of memory or the ability to recall 3 C М Emergency Response Number, Medical Monitor caffeine intake Treatment, Report to ROP Depression. details. Maintain regular sleeping Loss of Failure to respond to changes in patterns. appetite, surroundings or information provided, Unable to stay awake (e.g., falling asleep Digestive Problems, while operating machinery or driving a vehicle), Increased Increased tendency for risk-taking, susceptibility to illness Increased forgetfulness, Increased errors in judgm OVERALL RISK RANKING OF ACTIVITY М

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5. #	Identified Hazards (Potential to cause harm)	that to cause hazard's Effects (if the bigger is the second secon		Severity	Likelihood	Residual Risk	Recovery Measures				
1	Lack of driver competence	Reckless driving, RTA	4	D	+	P A R	Pre-employment check for ROP license, DD permit & driving experience, Driver to drive only the vehicles he has documented competence to drive like relevant ROP license, DD courses and experience. Ramadan driver briefing.	3	с	м	Press panic button/ Call emergency response number/ Medical Treatment/ report to ROP.
2	Lack of a proper Journey Management Plan	Fatigue, Loss of Attention, RTA, Personnel Injury/ Fatality, asset damage	4	D	H	P A R	Follow Safe Journey Management Procedure. Journey Management, Follow rest period (Ramadan Briefing).	3	с	м	Press panic button/ Call emergency response number/ Medical Treatment report to ROP.
3	Poor road condition	Vehicle failure, may lead to rollover	4	в	м	P A R	Speed limiter, defensive driving, rolls over cage, seat belts, report poor road condition to client.	3	В	L	Press panic button/ Call emergency response number/ Medical Treatment report to ROP.
4	Driving Alone	Man Lost, Fatigue	4	E	H	Р	Follow Road Safety Procedure & Safe Journey management Procedure (Increased Supervision)	3	с	м	Man Lost Procedure, Report to ROP.
5	Night Driving	Poor visibility, collision	3	с	м	P A R	Follow Road Safety Procedure, Stop Driving (STOP), Follow Safe Journey Management Procedure, Follow night driving policy.	2	в		Press panic button/ Call emergency response number/ report to ROP.

6	Fatigue	Boredom, distance of journey, hours of driving, lack of quality sieep, lack of rest periods, lack of energy, lack of alertness levels, heat, fasting, prayer times, nighttime activities.	4	E	н	P A R	Follow Safe Journey Management Proper management planning and increased supervision. Increased rotation of drivers. Enforce 6 hour maximum rule from SP 2000 for drivers. Hold Ramadan awareness session before, during and before last 10 days of holy month. Advocate importance of getting 7-8 hours of sleep and frequent short breaks during work hours Encourage well balanced and lead a healthy lifesiyle once they break the fast. Use iVMS to check compliance with 6 hour rule and Journey Management requirements. Fatigue Training.	3	с	м	Fire extinguisher, First aid, evacuate, call emergency response number, Medical treatment, report to ROP.
7	Road Works, Diversion	Driver mistakes leading to injury/ Damage.	4	в	м	PAR	Defensive driving course, diversion signs, blinking lights at night.	2	в		Press panic button/ call emergency response numbers/ report to ROP.
8	3 rd Party vehicles, animals and other road users.	Collision with vehicles leading to personnel injury/ Fatality/ asset damage, stinging attack, irritation, venomous bite, sting leading to illness or death.	4	E	н	PA	PPE, Inspections, extra vigilance especially during Ramadan, no outside sleeping, check shoes before wearing, physical inspection by supervisor before handling stacked material, good housekeeping, defensive driver training, awareness.	3	с	м	Press panic button/ Call emergency response numbers if required/ report to ROP/ Remove source of danger from the vicinity if possible/ First aid, medical treatment, ensure that you keep clear of the danger during emergency response.
9	Poor vehicle maintenance, tire failure, defective seatbelt.	Failure of vehicle may lead to injury or death to vehicle occupant or third party.	4	E	н	P A R	Follow Road Safety Procedure. Driver daily vehicle check, proper maintenance of vehicles and track record for maintenance, defective vehicles to be off roaded.	3	с	м	Remove defective vehicle from service
10	Driver Behavior	Not following road traffic rules and not driving defensively may cause accident; prayer timings.	4	E	н	PAR	IVMS, Speed limiter, Defensive driving course, driver forum/ meeting, roll over cage, seat belts, disciplinary action.	3	с	м	Disciplinary Proceedings.

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Task Activity: Fire Rist Assessment

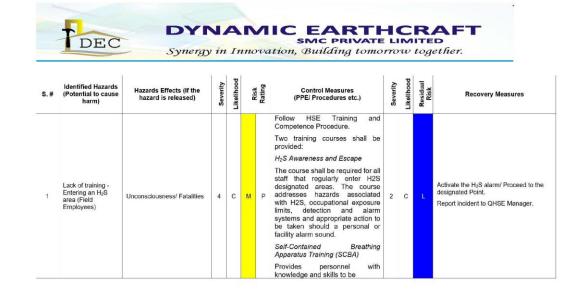
11	Driver medically unfit	Driver may suffer illness while driving like heart attack, poor eyesight leading to fatality.	4	в	A test, clinic facility at camp.		3	в	L	Press panic button/ Call emergency response numbers.	
12	Poor weather, dust, fog, rain, sandstorm etc.	Poor visibility, rollover, collision	4	с	н	PA	Follow Road Safety Procedure & Driving, follow dust code, switch on headlights & rear high intensity lights, journey management, defensive driving course, roll over cage, seat belts.	3	с	м	Press panic button/ Call emergency response number/ report to ROP.
13	Personnel sleeping under or behind parked vehicles	Major crush injuries/ Fatality	4	с	м	P A	Inspect under and behind vehicle before starting/ reversing vehicle, reversing alarm, banksmen.	2	A	L	Press panic button/ Call emergency response number/ report to ROP.
14	Using GSM while driving	Road Accident	4	D	н	P A R	Turn off GSM, Disciplinary Action	3	с	м	Press panic button/ Call emergency response number/ report to ROP.
VER	ALL RISK RANKING O	OF ACTIVITY			н					М	

S. #	Identified Hazards (Potential to cause harm)	harm) Hazard's Effects (If the b 프 프 프 프 Control Measures hazard is released) 장 프 프 프 프 프 프 프 프 프 Control Measures etc)		Severity	Likelihood	Residual Risk	Recovery Measures				
1	Fire (General)	Building could be burnt down; workers and visitors could be trapped in burning building. Workers could suffer severe or fatal burns.	5	в	м	PAER	Smoking prohibited in all work areas. Fire alarms tested. Extinguishers provided and inspected. Fire exits. Fire Wardens. Fire Drills – HSEF 002. Internal Fire Training – Orientation.	3	в	L	Raise the Fire Alarm. Exit building immediately and report to the Fire Assembly Point. Call emergency response numbers/ First Aid/ report incident to QHSE Manager.
2	Overheating Machinery (Breakout Machine, Grinding Machine)	Poorly maintained equipment can cause friction/ overheating and cause a fire causing severe or fatal burns to workers.	5	в	м	P A E R	Routine maintenance of workshop equipment.	3	с	м	Raise the Fire Alarm. Exit building immediately and report to the Fire Assembly Point. Call emergency response numbers/ First Aid/ report incident to QHSE Manager.
3	Lithium Batteries	Explosion leading to fire causing severe or fatal burns to workers.	5	в	м	PAER	Workers provided with correct PPE when working with Lithium Batteries. Lithium batteries are to be elevated from ground (to avoid water contact). Lithium battery training to all MWD workers. Lithium Fire Extinguishers provided.	3	с	м	Try to contain with Lithium Fire Extinguisher (only if fire is small). Raise the Fire Alarm. Exit building immediately and report to the Fire Assembly Point. Call emergency response numbers/ Firs Ald/ report incident to QHSE Manager.
OVER	ALL RISK RANKING C	OF ACTIVITY			М					м	

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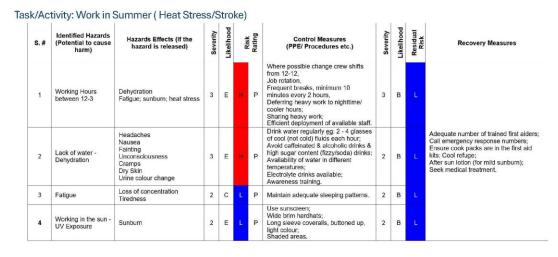
2 Entering an H-S area (Visitors) Unconsciousness/Fatallies 4 G M P member of the operations staff who has been removed in the control reaction in the control recent to CHSE Manager. 2 C L designated Point. area (Visitors) unconsciousness/Fatallies 4 G M P member of the operations and escape equipment. The visitors ID is retained in the control recon on the baad And And The visitor has signed the station log 2 C L Report incident to CHSE Manager. J Lack of training - Departure from an 3 H/S area (Field Employees A Unmenossary extensive initiated if there is an emergency. 4 G M P P Access or visit to an H/S designated location the station operator. and the person(S) later of the bas been signed correctly. 2 C L Call emergency response numbers/Field Manager. Visitors) Visitors) Entropy exist to an H/S designated location to authorization for the bas been removed from the entropy on the bas been removed from the entropy on the bas been removed from the entropy on the bas been removed from the bas								competent in the use of Breathing Apparatuses ¹ (BA) and in search and rescue techniques.			
Lack of training - Departure from an 3 tb3 area (Field Employees A Visitors) Unnecessary extensive recue operations may be initiated if there is an emergency. 4 C M P Visitors 2 C L Call emergency response numbers/Fin Ac/ report indicent to CHSE Manager. + H_S Entry Permit or ID has been removed from the control board. • Access a utiforization for mas been canceled	2	Entering an H ₂ S	Unconscicusness/ Fataillies	4	с	м	р	a valid H ₂ S Entry Permit, may be authorized to enter a low risk sour H ₂ S area provided that: The entry has been authorized by the Producion Coordinator The visitor is accompanied by a member of the operations staff who has been transed in the use of begating apparatus and escape begating the visitor is low transed in the control room on the board And	2	c	
	3	Departure from an H ₂ S area (Field Employees &	rescue operations may be initiated if there is an	4	с	м	Р	access for visit to fan H;S designate location the station operator and the person(s) leaving shall ensure: • The station log has been signed correctly. • H;S Entry Permit or ID has been removed from the control board. • Access authorization	2	С	Call emergency response numbers/ Firs Alc/ report incident to QHSE Manager.

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5	Pre-existing medical conditions/ Fitness to work	increased risk of heat related illness.	4	E	н	Ρ	Pre-employment medical; Periodical medical screening fit for task; Monitoring and supervision i.e.: medics/supervisors; Maintain physical fitness through health promotions.	3	в	
6	Touching Hot objects	Burns Blisters	2	с	L	Р	Wearing gloves; Long sleeves (PPE); Awareness.	1	с	
7	Heat Stress	Muscle Cramps; Heat Exhaustion; Heat Stroke.	3	E	×	Ρ	Protect against dehydration (see above). Minimize direct sun exposure. Buddy system Accilmatization – Train supervisors to recognize and implement reduced physical demands and/ or shift time for new or newly artived workers. Sunglasses. Wide brim hardhats. Poster campaign. Awareness training. Specify safe exposure limits for workplace temperature and humidity. Ensure vehicles have air conditioning working (where installed).	3	в	Adequate number of trained first alders; Call emergency response numbers; Ensure cook packs are in the first aid kits; Cool refuge; After sun lotion (for mild sunburn); Seek medical treatment.
8	Heat Stress During Ramadan	Muscle Cramps; Heat Exhaustion; Heat Stroke.	3	E	н	Ρ	All of the above risk mitigations apply except those referring to fluid intake. Ensure that crews are fully empowered to stop the work when they feel they need to. Supervisors to ensure formal agreements in place for work stoppages for breaking fast.	3	в	

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	5	Use and disposal of cleaning agents (Domestic)	Skin, Eye irritation, Burns, Water contamination, Land contamination.	2	с	L	E P	environmentally friendly cleaning agents. PPE. Clean empty cleaning agent containers are to be placed in the general waste skip.	1	в	L	Call emergency response numbers/ First Aid/ report incident to QHSE Manager.
lecovery Measures	6	Use and disposal of Toner/ Print Cartridges.	Land contamination.	2	с	L	E	All Toner/ Print cartridges are to be segregated and placed in the Toner/ Print cartridges bin which shall be clearly highlighted and segregated from other waste.	1	в	L	N/A
ency response numbers/ First	7	Disposal of bottled drinking water.	Land contamination.	2	с	L	E	Purchase only Tanuf water as they have a dedicated recycling facility for all tanuf plastic bottles. All plastic bottles are to be placed in the bin provided next to the DD office on the ground floor.	1	в	L	N/A
ncident to QHSE Manager.	8	Creation & Disposal of Oily Waste	Water contamination	3	D	м	E	All oily waste is to be disposed of only in the wash-bay in the yard which stores all oily waste into a separate holding tank.	2	с	L	N/A
ency response numbers/ First ncident to QHSE Manager, SHH sheet for clean up	9	Creation & Disposal of Oily Rags/ Gloves	Land Contamination	2	с	L	E	All oily rags & gloves are to be placed in the General Waste Skip which shall be clearly highlight and segregated from other waste.	1	в	Ŀ	N/A
	10	Creation & Disposal of Scrap Metal	Land Contamination	2	с	L	E	All scrap metal as a result of maintaining equipment shall be placed in the scrap metal bin which shall be clearly highlighted and segregated from other waste.	1	в	Ľ	N/A
	11	Creation & Disposal of Sewage	Water contamination, Waste Handling	2	с	L	E	All sewage shall be dispersed to a separate holding tank, an approved supplier by MECA shall collect and dispose of the waste accordingly.	1	в	L	N/A
	12	Creation of HGV & LGV Exhaust	Emission to air	2	с	L	E	Trips to the field (equipment and personnel) shall be made when required, if possible, merging trips with DD, Turbine and other departments to reduce number of kilometers produced shall be considered.	1	в	L	N/A

Task/Activity: Waste

S. #	Identified Hazards (Potential to cause harm)	Hazards Effects (If the hazard is released)				Hazards Effects (If the				Likelihood	Bick	Rating	Control Measures (PPE/ Procedures etc.)	Severity	Likelihood	Residual Risk	Recovery Measures
1	Lithium Battery - Resource Consumption	Fire, Explosion, Emission to atmosphere.	3	с	м	EP	Training on proper use and maintenance of lithium batteries. Lithium Batteries shall be discharged, taped, segregated, labelled and transferred to a licenced waste management facility and stored on rigid wooden pailets. Lith-x Fire extinguisher to be made available in workshop and all units. PPE	2	в	L	Call emergency response numbers/ Firs Aid/ report incident to QHSE Manager.						
2	Use of Lubricants/ Creation of Lubricant Waste (Container)	Land contamination	3	с	м	E P	Refer to COSHH assessment for chemical management. Clean empty drums/ lubricant containers are to be placed in the general waste skip.	1	в		Call emergency response numbers/ Firs Aid/ report incident to QHSE Manager, refer to COSHH sheet for clean up procedures.						
3	Use and Creation of Paper Waste	Land contamination	2	с		E	Paper reduction awareness posters. Recycling of paper.	1	в		N/A						
4	Use of Electricity	Use of Energy	2	с		E	Turn off all appliances while not in use, cleaner turn off all lights, AC units at the end of the day.	1	в		N/A						

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13	Disposal of Dry Cell Batteries	Land Contamination	1	с	L	E	All dry cell batters (non recyclable) shall be placed in the general waste skip. Purchase of recyclable batteries shall be considered first prior to purchasing non-recyclable batteries.	1	в	L	N/A
14	Disposal of Paint Containers	Land Contamination	2	с	L	E	All paint containers shall be cleaned in the wash bay and disposed of in the general waste skip.	1	в	L	N/A
15	Non Hazardous Office/ Workshop/ Kitchen Waste	Land Contamination	2	с	L	E	All non hazardous office workshop & kitchen waste shall be placed in the general waste skip (non hazardous skip).	1	в	L	N/A
OVERALL RISK RANKING OF ACTIVITY					L					L	

STAY SAFE.

Best Regards,

Muhammad Khurram – Director

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OVERALL RISK RANKING OF ACTIVITY					L					L	

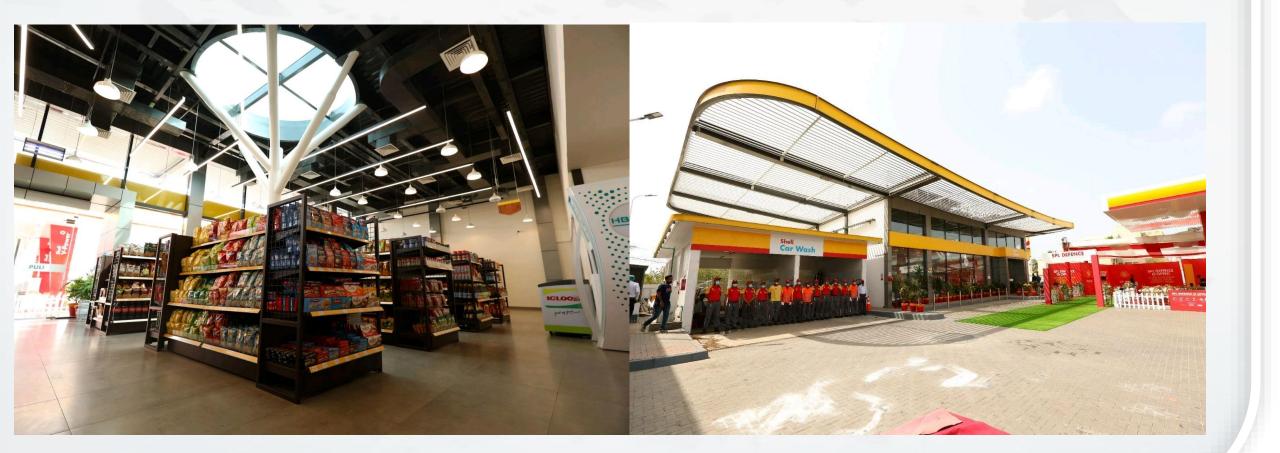
STAY SAFE.

Best Regards,

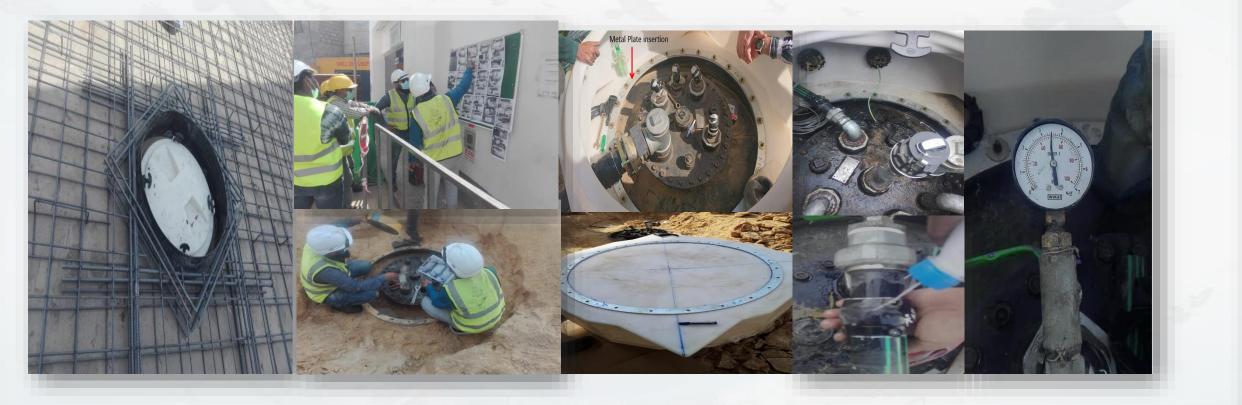
Muhammad Khurram – Director

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Consultant : Meinhardt Pakistan



Continue ...



Founder of DEC Muhammad Khurram Ashfaq Profile Supervision in Osmani Chapter ^{Client:} DHA Karachi

Consultant : Osmani & Consultant







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Working Collaboration

Between Waqas Ahmed Consulting Engineers and Dynamic Earthcraft SMC Pvt Ltd. This partnership marks a significant milestone for both organizations as we join forces to bring forth innovative solutions and engineering excellence.

Waqas Ahmed Consulting Engineers, with PEC License Consult/1983, SBCA License SE-06-331, and CBC License CBC-Str Engr./1666, has a proven track record of delivering topnotch consulting services. By combining our strengths and expertise, we aim to enhance our capabilities and provide unparalleled value to our clients.

We are pleased to have signed a Memorandum of Understanding (MOU) that solidifies our commitment to mutual growth and success. Together.

Waqas Ahmed Consulting Engineers **Profile Project**

- FINE DAILY NECESSITIES (PVT) LIMITED @ KORANGI CREEKKARACHI
- · This project involved the Structural designing of 2No. RCC Building having Covered area around 80,000 (Eighty thousand square foot) with all civil facilities.



- FATEX CHIPBOARD INDUSTRY
- This project involved the planning and designing a Dryer Extension Building with all facilities including Design of Heavy Machine Foundations. · Design of 50t on Hot & Cold Press Machine Foundation.
- Design of Energy Plant.
- Design of Door Skin Press Foundation.
- Design of Roller Dryer Foundation.

- KOMPASS PAKISTAN (PVT) LIMTED @ PORT QASIM KARACHI
- This project involved the planning and designing of Warehouse Building having Covered area around 32,000(thirty two thousand square foot)with all civil facilities.
- · Design of Funny Room & Funny Foundation.
- · Design of Gas Room as per Standard of POA.

- ALKAWTHAR UNIVERSITY KARACHI
- University Building covered area is 300,000 sq.ft.(approx.), Building 6 contery is Basement Ground Flus Eight.



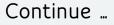














As we showcase the essence of M/s DEC, we want to emphasize our unwavering commitment to our core values: Honesty, Quality, and Timely Delivery.

At DEC, we stand firm on the pillars of Honesty, Quality, and Timely Delivery. These values are not just principles; they are the foundation of our every endeavor. We believe that honesty builds trust, quality speaks for itself, and timely delivery is a commitment to your success. Partner with us, and experience a journey defined by integrity, excellence, and punctuality.

Thank You

Contact Information:

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