



شركة يس يم يتش للخدمات الصناعية المحدودة
Yes Yem Yech Industrial Services Co. Ltd.

C.R. No.: 2055011199

س.ت. ٢٠٥٥٠١١١٩٩

رأس المال المدفوع ١,٠٠٠,٠٠٠ ريال سعودي Paid up Capital: SR. 1,000,000.00

إنشاء وتشغيل وصيانة وتقديم الدعم الفني للمنشآت الصناعية
Operation - Maintenance - Industrial Construction & Support Services

SMH INDUSTRIAL SERVICES

CONTROL OF WORK POLICY

SMH is committed to working continuously towards all projects targets of no accidents, no harm to people, no damage to the environment, no damage to property, no quality non-conformances and to meeting project schedule milestones through the effective, clear and well defined processes that control the work that we do.

If work is not adequately planned, controlled and monitored, accidents can result, quality can be compromised and schedules will not be met. All work shall be planned and scheduled effectively to achieve our goals.

This policy describes how all work activities will be controlled and monitored on SMH worksites. This policy also applies to subcontractors and other personnel at SMH worksites.

A training program is in place to ensure that all personnel are trained and competent to deliver their accountabilities. The process of how work is controlled will be audited as per a schedule agreed by SMH and relevant Clients.

All SMH worksites for activities that involve, as a minimum, Confined Space Entry, Energized Systems, Lifting Activities, Work at Height, Pressure Testing and Hot Work must be operated under a Permit to Work (PTW) Process. Deviations to the PTW system apply only to new construction work and can only be approved for particular circumstances for a limited time. These deviations must be approved by the Project Manager and the respective Client Representative and, only after a risk assessment is completed.

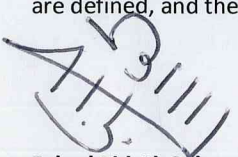
All tasks and activities must be assessed by use of the SMH risk assessment process to identify risks to Health, Safety and Environment and to Quality and Schedule. Without the risk assessment, work cannot be permitted to proceed. The hazards and controls associated with each task / activity must be communicated to all personnel involved, prior to commencing work. For this purpose, Job Safety Analysis (JSA) process is employed and all personnel must participate and sign an attendance sheet prior to commencement.

If the Scope of Work, or the work environment changes, the relevant work group must take a Time Out For Safety (TOFS) to review the change and its impact to the task and, conduct a revised JSA prior to resuming work. Lessons that are learned, both good and bad, must be shared for all to learn from. Lessons Learned meetings or Safety Stand Downs will be held with all personnel.

All work shall be regularly monitored by site supervision, so that to ensure that it is being executed safely, within quality specifications and, as planned. Upon completion of a shift, or upon completion of a task, site supervision must ensure that the worksite is left in a clean and safe condition.

Every person on site has the obligation to Stop Unsafe Work and, to take Time Out for Safety. SMH rewards those people who make the effort to ensure a safe work environment.

Roles and responsibilities for the key personnel involved in delivering and monitoring the Control of Work process are defined, and their site management accountabilities are stated and approved by SMH Senior Management.



Fahad Eid Al-Gahtani

President

SMH Industrial Services Co., Ltd

November 2016