



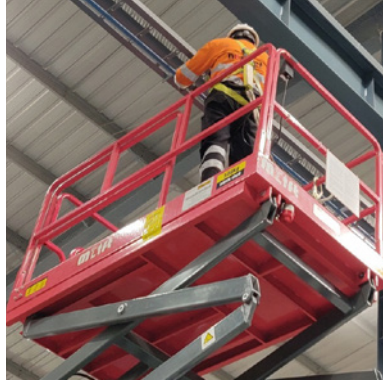
# NORMET LIFE SAVING RULES



# LIFE SAVING RULES



Energy & Machinery Isolation



Working at Heights



Driving Safety



Working with High Voltage



Chemical Safety



Fire Safety



Lifting Operation



Mechanical Hazards



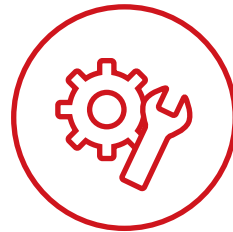
Underground Safety



Be fit for work and have all the required permits to perform the task



Assess risks associated with the task and know what to do in case of emergency



Have the right tools and equipment and ensure that they are in proper condition



Wear and use appropriate personal protective equipment



Report all incidents and HSE observations

**If the task or work environment changes, stop what you are doing and re-assess the risk**



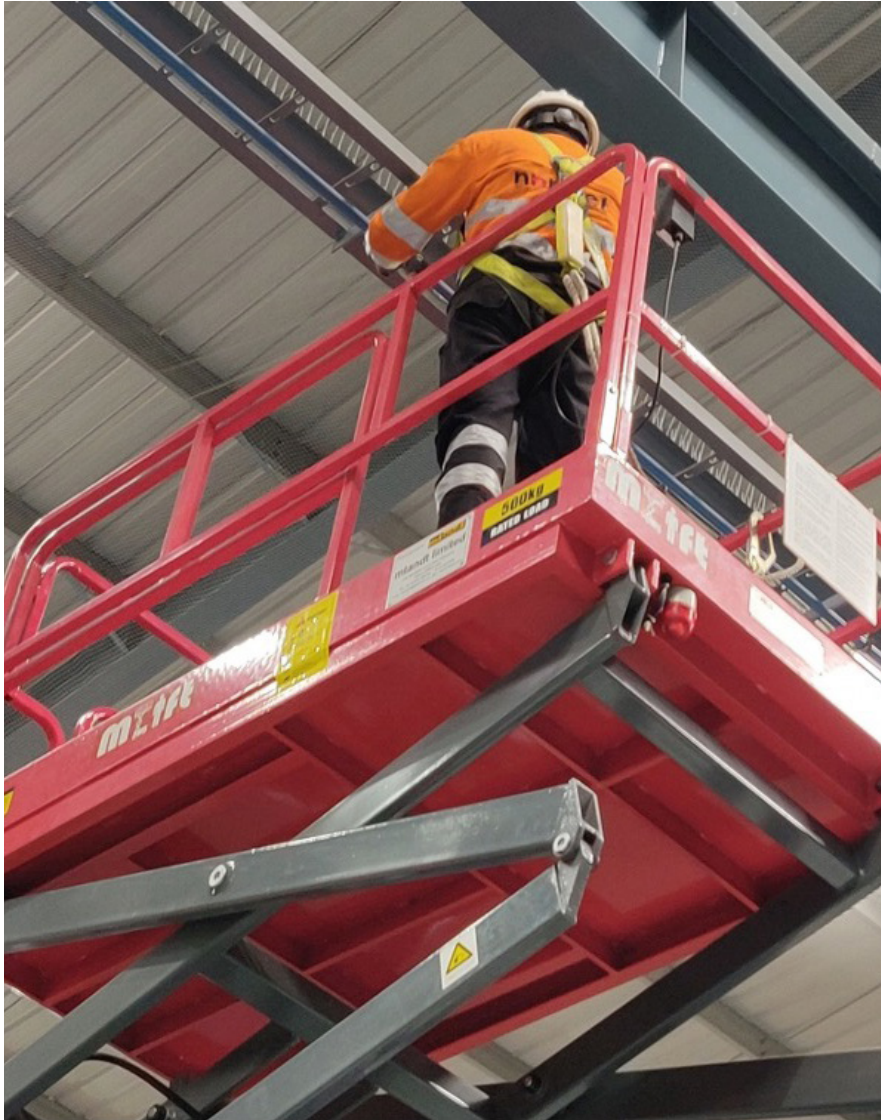
## Energy & Machinery Isolation

**Isolate and verify there is zero stored energy before any work begins**

- > **Identify all potential energy sources** including electrical, mechanical, hydraulic, gravity, kinetic, etc.
- > Ensure that **all energy sources** that can cause you harm **have been properly isolated** at the source, using your personal **lock and tags** and that **all energy is released**
- > **No-one is authorized to remove another person's personal lock and tag**
- > **Check and test** that the right equipment and energy sources have been controlled and that all **stored energy is safely released**
- > **Ensure that all guards and safety systems are put back in place when the work is completed.**







## Working at Heights

**Always use safety equipment when working at heights above 2 meters\***

- > **Never work at any height**, where there is a **risk of falling** unless you have protection measures in place
- > **Always inspect fall protection equipment before use**
- > **Ensure that there is a person in place** who can initiate an **emergency response** should you encounter difficulties
- > **Ensure platforms, scaffolds and other temporary structures** are safe
- > **Prevent items falling** and causing injury to other persons

\* follow local regulations as they may vary





## Driving Safety

- > Follow speed limits, maintain safe distances, wear seat belts
- > Vehicles must always **comply with local regulations**
- > **All vehicle drivers must be in a fit condition to drive, be licensed & have the necessary permission to operate the vehicle**
- > Always drive according to the conditions
- > **"Expect the unexpected "** is a golden rule for safe driving
- > Be prepared, plan your journey and follow **Journey management** requirements
- > Annual training for **defensive driving** is recommended for frequent drivers

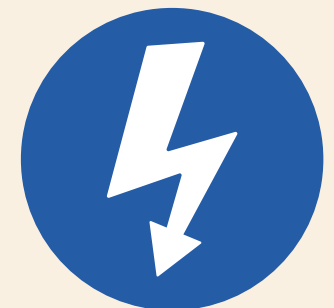




## Working with High Voltage

**Only certified and qualified people can work with high voltage**

- > **Follow all regulations** while performing work in and around areas with high voltage electricity
- > **Never assume a circuit is safe** just because it is powered off
- > **Working alone on high voltage circuits** is strictly prohibited
- > **Wear appropriate PPE** while working on high voltage
- > Be aware of **Arc flash risk**







## Chemical Safety Handling & Storage

- > Always obtain, read, understand and follow the instructions on the Material Safety Data Sheet
- > Never handle or use chemicals or hazardous substances unless you are trained and authorized
- > Avoid or minimize chemical exposure
- > Conduct chemical risk assessments before starting any chemical task- know the classification as per the GHS\*
- > Follow local regulatory requirements for hazardous chemicals.

\* GHS - Global Harmonized system







## Fire Safety

- > **Identify and control all potential ignition sources**
- > **Document the procedure to perform hot work safely** and ensure that the **necessary permits are in place**
- > **Develop basic fire fighting capabilities, train and certify the appropriate people**
- > **Test your preparedness** by conducting periodic drills
- > **Check that fire detection mechanisms and alarms are in place and operational**





## Lifting Operation

- > Lifting operations **must always be planned and performed by competent and certified personnel using certified equipment**
- > All lifting **equipment** needs to be **inspected regularly and must be fit for the specific lift**
- > The **load and reach must never exceed the capacity** of the lifting equipment
- > To **protect people** around suspended loads and any lifting operations, **access needs to be controlled** through the erection of physical barriers and exclusion zones
- > Be aware of **line-of-fire hazards**, they are not always obvious or constant and can be introduced as the task progresses.





## Mechanical Hazards

- > **Identify all potential mechanical hazards**
- > **Implement critical controls\*** to manage specific **hazards**
- > **No one may bypass safety-critical controls without proper authorization**
- > **A risk assessment** is required if permission is granted to bypass any controls

\* Safety-critical controls include:

Equipment such as guards, interlocks, alarms, fire and explosion protection & mitigation systems and safety-critical monitoring equipment.







## Underground Safety

- > **Site prescribed PPE is mandatory**
- > **It is a good practice to have a first aid kit and water bottle handy**
- > **Use dust mask, hearing and eye protection as required**
- > **Site permission must be obtained before entering any underground site**
- > **Always follow site instructions and regulations**
- > **Do not enter or work alone underground**
- > **Be familiar with emergency evacuation routes, location of escape chambers and emergency phones**