




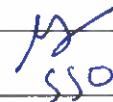


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AMIRAL PROJECT

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EQUIPMENT INSPECTION PLAN
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## 1 PURPOSE

The purpose of this procedure and guidance information is to outline the requirements for managing, maintaining and controlling the use of plant and equipment during construction activities in AMIRAL Pkg4 – Utilities, Interconnecting and Flare.

## 2 SCOPE

This procedure shall be applicable to periodic inspection of all construction equipment, tools, machinery, construction vehicles and equipment, electrical equipment, scaffolding, etc. and shall be performed by members of the CONTRACTOR Project Management Team, Supervisors and Subcontractor personnel who are responsible for supervising the control and maintenance of Plant and Equipment

## 3 CLASSIFICATIONS OF EQUIPMENTS

### 3.1. MOBILE EQUIPMENT

- Lifting Equipment
- Mobile Elevated Working Platform (MEWP)
- Earth moving plant
- Augers
- Road Roller
- Mixers & concrete pumps
- Bitumen and Asphalt Tanks

### 3.2. STATIC EQUIPMENT

- Generator set
- De-watering pump

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- Concrete Batching Plants

### 3.3. MISCELLANEOUS PLANT

- Winches
- Tirsors, chain blocks
- Rebar bending, cutting and cropping machines.

## 4 RESPONSIBILITIES

### 4.1. PROJECT MANAGER

- Project Manager is responsible for the overall implementation of Equipment Inspection and Maintenance Procedure.
- Ensure that plant and equipment introduced on site shall comply with the required standards.
- Specific responsibilities have been assigned to other personnel as described below.

### 4.2. CONSTRUCTION MANAGER / SECTION MANAGERS

- Ensure that only equipment passed the pre-mobilization inspection and affixed with contractor equipment access sticker shall allowed to use on site.
- Shall ensure inspection have been made and implemented for the issuance of certificates for plant and equipment prior to use on site.
- Shall ensure that Sub-Contractors operators and drivers are competent and authorized to operate the plant and equipment they are assigned.
- Shall review the equipment schedule with the Sub-Contractors and satisfy them that correct equipment is being introduced and used on site.

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- Shall ensure that a register of all plant and equipment is kept on site.
- Shall ensure that this procedure is in place and working effectively.

#### 4.3. SAFETY MANAGER

- Safety manager can delegate a representative to supervise periodic inspection such as daily, weekly and monthly equipment inspection.
- Take necessary corrective actions to eliminate unsafe equipment or tools and unsafe conditions as noted during the safety inspections.
- Advise Site Managers on the need for any improvements required to enhance HSE performance.
- Update to Company on monthly basis machinery, equipment and tool tracking register list.
- Record keeping and monitor machinery, equipment, tools register list.

#### 4.4. WORKSHOP MANAGER / SUPERVISORS

- Ensure that all plant and equipment is complying with the technical, operational and certification requirements.
- Shall ensure that the basic safety measures or precautions on plant and equipment operation are in place.
- Shall ensure that all plant and equipment has been physically checked or inspected prior to start operation.
- Conduct and participate in safety inspections subject to field of expertise and competency.
- Take necessary actions to eliminate/remove any defective tools and/or equipment as noted during the safety inspections
- Raise the awareness of their staff regarding safety inspection findings and ensure continuous improvement where required.

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#### 4.5. MAINTENANCE TEAM AND ELECTRICIANS

- Ensure that all machines, equipment and tools are in good running condition, no deficiencies and follow proper maintenance procedure.
- Shall not alter nor bypass any safety features i.e. switch, sensors, guards, etc. of any machines, equipment and tools.
- Ensure all defective machines, equipment and tools shall be at a quarantine area for repair and/or for replacement.
- Ensure that approved and recommended spare parts by manufacturer shall be installed and/ or replaced on machine, equipment and tools during preventive maintenance or repair.

#### 4.6. SUBCONTRACTORS

- Subcontractors including their sub-subcontractors are responsible for the provision and maintenance of plant and equipment utilized on site.
- Subcontractors are responsible to assign personnel within their organization for the control and maintenance of their equipment.
- Provide certificate of competency for their operators and ensure that only competent persons are employed and authorized to operate equipment on site.

#### 4.7. PLANT & EQUIPMENT OPERATOR

- Shall conduct daily and periodic inspection of their assigned equipment prior to use and start of their activity.
- Shall immediately inform their immediate supervisor for any deficiencies or defect found on the equipment or tool during the inspection and operation.
- Shall be aware of any scheduled maintenance of plant & equipment they are operating.

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#### 4.8. EMPLOYEE

- Shall not use any defective equipment / tool at site.
- Shall undertake training as provided by the Contractor.
- Shall observe all rules and precautions outlined in the standard operating procedures/instructions in a manner which does not adversely affect their own safety and health or that of others.
- Shall report immediately all matters which may affect workplace health and safety in relation to plant, equipment and associated systems of work to their supervisors.

### 5 INSPECTION, CONTROL AND MANAGEMENT

#### 5.1. GENERAL

- CONTRACTOR and its Subcontractors shall ensure that inspections are carried out to determine whether the machinery, tools and equipment conform to Saudi Aramco and other Saudi Arabia Government Requirements, overall safety program and implementation, special hazards, and corporate safety requirements. Opportunities for improvement may also be identified.
- Equipment and machinery shall be used only for the intended purpose as per the manufacturer's design. Contractor and subcontractors shall maintain a copy of the equipment manufacturer's operation manual, certificate of fitness and all necessary equipment documents.
- Equipment shall be operated only within the capacity as outlined in the manufacturer's operating manual.

#### 5.2. MOBILIZATION TO SITE

Prior to mobilization of mobile plant and equipment on site, all relevant documents such as Third Party Inspection (TPI) Certificate, Insurance Register, Vehicle Register, Operator License and Certificates, etc. shall be submitted to the

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Contractor Safety Department. The Contractor shall check the relevant documents and inspect the mobile plant and equipment for approval to ensure good mechanical/roadworthy condition.

### 5.3. TRAINING AND COMPETENCY

- Any personnel, who operates, maintains/services or uses high-risk items of plant and equipment must be experienced, competent and trained before commencing such duties.
- All personnel who operates any vehicle, mobile plant and equipment shall possess a valid Saudi Arab Government (SAG) Driving License together with all appropriate certificates or permits for the type and class of vehicle or equipment they drive or operate.
- Heavy equipment operator certifications issued by Saudi Aramco, Saudi Aramco approved local training provider will be issued for the specific make and, model of heavy equipment (and the specific model and capacity of crane, as appropriate) being tested.
- Heavy equipment operators must be certified by Saudi Aramco, accepted local training provider, or by a Saudi Aramco approved international institution in accordance with Saudi Aramco General Instruction, G.I. 7.025 – Heavy Equipment Operator and Rigger Testing and Certification.
- Where practicable, names and contact information of the competent operator, maintenance/service crew and/or the direct supervisor shall be posted where visible to all plant and equipment.
- Site Induction for 3<sup>rd</sup> party delivery: This should be given by area site safety officer using the attached induction training material as follows;
  - Print out and laminate the induction material and provide to site safety personnel.
  - Print out induction checklist and provide to site safety personnel.
  - (refer attachment # induction checklist for 3<sup>rd</sup> party trucks)
- Training and competency records shall be kept and maintained.

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#### 5.4. EQUIPMENT INSPECTION

- All Site equipment, machinery and vehicles shall be inspected by a designated competent person from the Contractor and Subcontractors prior to use on the jobsite.
- Mechanical and heavy equipment shall be inspected on a regular basis by a competent heavy equipment inspector or mechanic as per the manufacturer's recommendations. In addition, equipment covered under GI 7.030 shall have a valid inspection sticker issued by SA or an SA-approved third-party inspection agency.
- Mobilization checklist shall be use during the initial inspection of equipment to ensure to mobilize equipment are in good condition. (refer attachment #13 mobilization inspection checklist)
- Pre-use inspections shall be conducted on all mechanical and heavy equipment. Operators performing these inspections shall ensure the following, at a minimum, prior to operating the equipment:
  - No fuel, oil, hydraulic fluid, water, etc., leaks are coming from the equipment. Spills shall be immediately contained, cleaned up, and properly disposed.
  - Hose and pipe connections are checked and free of wear and cracks. Defective hoses/pipes shall be replaced or repaired.
  - All lights and warning devices operate properly.
  - Wiring inspected and free of damage or improper repairs.
  - Fire extinguisher(s) available, inspected, tagged, and operable.

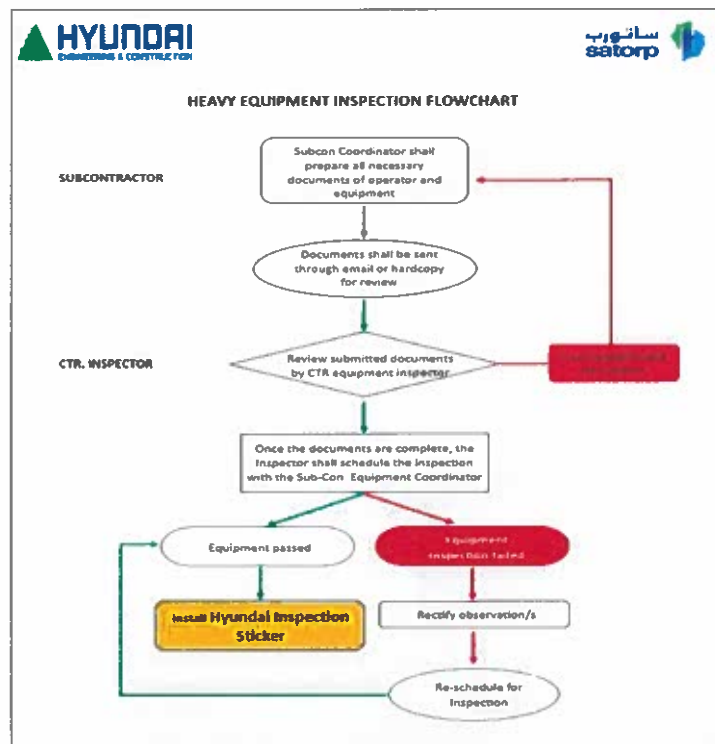
#### 5.5. EQUIPMENT ACCESS STICKER

- Equipment Gate Pass Application (refer to Attachment 1 – Equipment Gate Pass Application) shall be submitted to Contractor Safety Department for equipment inspection with a copy of the following requirements:
  - Equipment 3<sup>rd</sup> Party Certification

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- Equipment Insurance Certificate
- Motor Vehicle Periodic Inspection (MVPI)
- Equipment/Vehicle Registration
- Operator's Saudi Aramco Certificate
- Operator's Residence ID (IQAMA)
- Operator's medical Report
- Operator's Saudi Arab Government (SAG) License.
  - Contractor safety department shall conduct initial equipment inspection prior to mobilize on site.
  - Only equipment who passed the initial inspection shall receive Equipment Access Sticker (refer to Attachment 2 – Equipment Access Sticker) and have the authority to access and work on site.

#### 5.5.1. Equipment Pre-Mobilization Inspection Process Flow Chart



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### 5.5.2. Pick-up and Delivery of Equipment and Materials using Trailer Truck

This applied only for one (1) day pick-up or delivery of equipment on site.

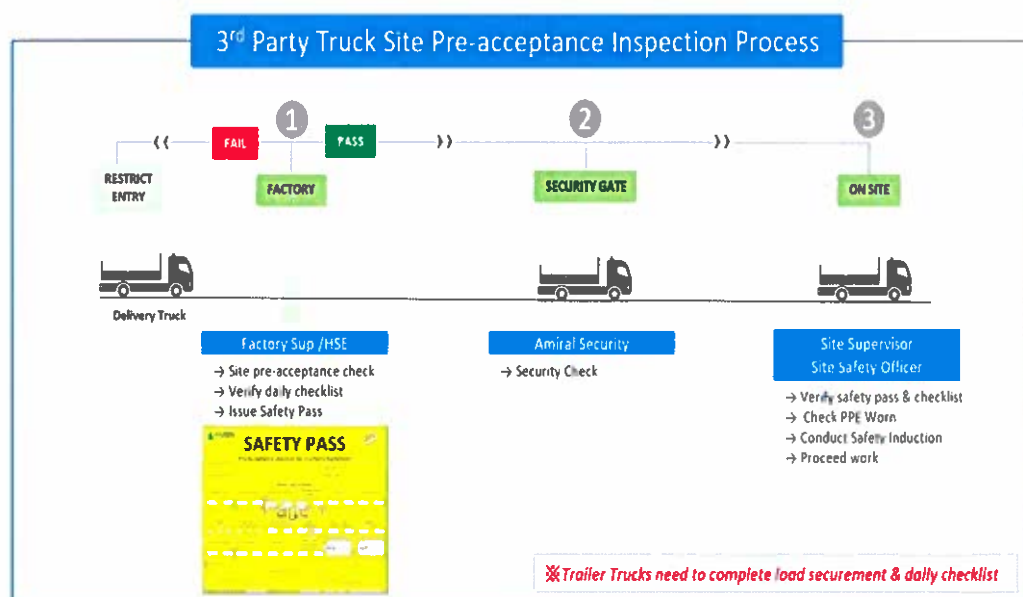
Equipment user/owner shall inform the Contractor Safety Department 48 Hours prior to scheduled delivery or pick-up of equipment on site.

Contractor safety team representative shall conduct physical inspection of the trailer truck to ensure in good condition and road worthiness in compliance with the Trailer and Load Safety Inspection Checklist (refer to Attachment 3 – Trailer and Load Safety Inspection Checklist)

Contractor safety team representative shall check the necessary documents and inspect the physical condition of cargo securement used to secure the load during the transportation.

Site acceptance checklist (safety pass): this must be sent to supplier to complete pre-check at their facility prior to send their truck to site and it should be verified by site safety officer & supervisor.

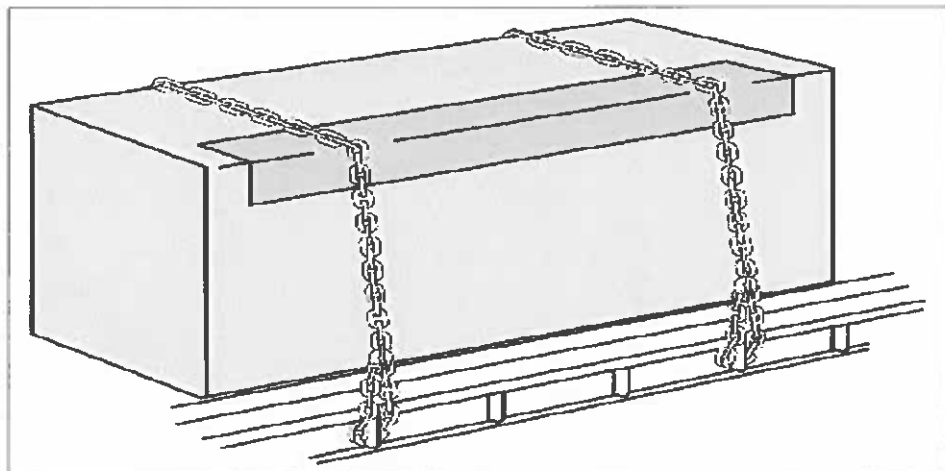
Refer 3<sup>rd</sup> party truck site Pre-acceptance inspection process



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### 5.5.3. Inspection of Chains, Hooks and Turnbuckles

- Chains and hooks (Figure 1 & 2) shall be visually inspected every six months to ensure there are not broken, stretched, bent, damaged or worn or grooved links (link diameter reduced by 10% = failure), or stretched or damaged hooks.
- Certified Chains shall be inspected by SA approved third party.
- Note: chains "repaired" by welding are unacceptable. Chains which fail the inspection shall be immediately destroyed.
- Prior to each use of a chain, the driver shall visually inspect the chains and hooks for damage. If any damage is found, do not use and notify supervision immediately.



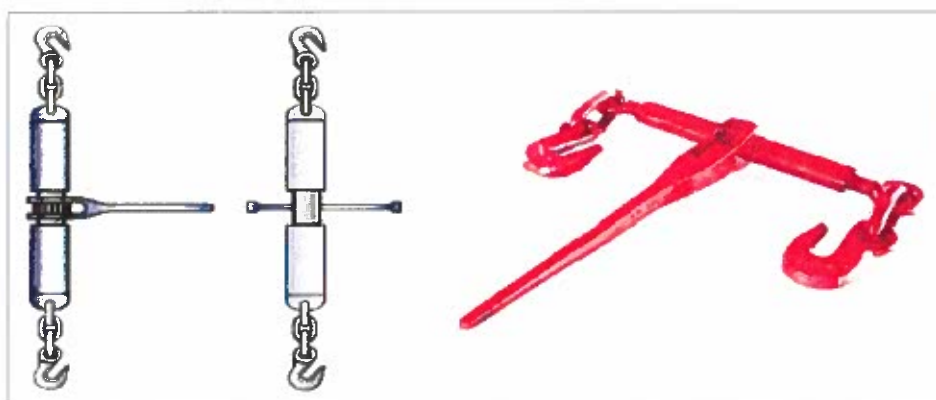
**Figure 1 – Steel Chain**

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**Figure 2 – Chain Hook Type**

- There are two main types of chain binders: Ratchet type (Figure 3) and Lever type Chain Binder (Figure 4). Lever Type Chain Binders are PROHIBITED and shall not be used within Saudi Aramco operations to eliminate the hazard of binders springing open and causing injury or loss of assets.



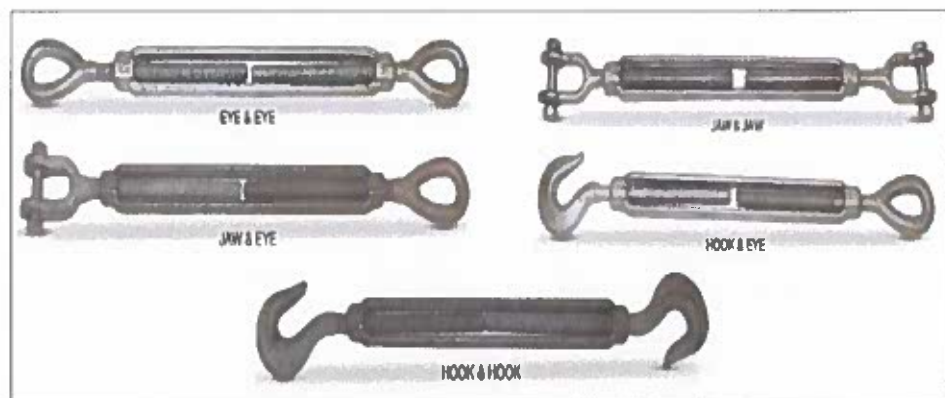
**Figure 3 – Ratchet Type Chain Binder**

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**Figure 4 – Lever Type Chain Binder**

- The ratchet type chain binder shall be used only when securing short and straight sections of chains. The lever type chain binder will not provide sufficient tension when the chain is short.
- Never over-tension a chain binder. When tightening, use only the force of one person – never more than one.
- Turnbuckles, shown in Figure 1, are commonly used for both chains and wire ropes lashing. These come with a thimble at each eye and a minimum of three or four separate U-bolt wire rope grips side.



**Figure 3 – Turnbuckle with Different Hook Type**

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- Turnbuckles shall be secured against loosening and shall be positioned to avoid bending.
- Turnbuckles shall be certified by SA third party and visually inspected every six months to ensure they are not broken, bent or damaged.

## 5.6. DAILY PRE-START INSPECTION

- Prior to start operation of any plant and heavy vehicle and equipment, a pre-start inspection shall be carried out daily by the operators / Drivers on their respective plant and equipment they are operating. refer to Attachment 12 Daily Pre-Start Checklist)
  - Pre-operational inspections shall be performed by the crane operator daily, prior to use, during shift changes, or whenever operators are changed, using the appropriate Daily Pre-Start Equipment Checklist from SA GI 7.028 (refer to Attachment 15 Crane Operator Daily inspection Checklist):
  - List of equipment with Daily Pre-Start Checklist
    - Boom Truck-Cargo Crane
    - Hydraulic (Mobile) Crane
    - Crawler Crane
    - Aerial Man-Lift (Telescopic)
    - Aerial Man-Lift (Scissor)
    - Fork Lift
    - Excavator
    - Rock Breaker
    - Backhoe Loader
    - Wheel Loader
    - Skid Loader
    - Motor Grader

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- Drum Roller
- Double Drum Ride-On Roller
- Crawler-Truck Dozer
- Dump Truck
- Concrete Pump Truck
- Concrete Mixer Truck
- Trailer Truck
- Dynamic Compactor
  - Operator shall use and filled out a Daily Pre-Start Equipment Checklist for their respective equipment.
  - Filled daily pre-start checklist shall be kept and retained with the equipment on the operator's cabin throughout the duration of his work and made available in any inspection made on site.
  - Filled daily pre-start checklist of all plant and equipment shall be filed and maintain throughout the duration of the project. A copy of the daily pre-start checklist shall be submitted to Safety Department, if required.
  - Any defects or abnormalities found or observed during the daily pre-start inspection shall be noted and notified to the supervisor for arrangement or scheduling of further checks or repair of equipment's defects.

## 5.7. PERIODIC INSPECTION AND MAINTENANCE

- Periodic inspection and maintenance shall be conducted to all tools, plant and equipment and the requirements should be determined in accordance with the supplier or manufacturer recommendations.
- All safety features, warning devices and alarms shall be maintained and tested regularly.
- A record of inspections and maintenance must be kept for each item of plant and equipment. This includes scheduled maintenance, breakdown

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maintenance and replacement of parts (e.g. blades and belts) outside the scheduled maintenance program.

- The maintenance of plant and equipment should be recorded and as a minimum include:
  - Plant and equipment name
  - Location
  - Serial or identification number
  - Description of work performed
  - Completion date and the next scheduled date of inspection/maintenance
  - Name of the competent person who performed the inspection, repair and maintenance
  - Name of the designated competent/certified operator
    - Lock-out/tag-out system shall be applied where necessary during maintenance and/or servicing of plant and equipment

#### 5.7.1. Monthly Inspection (Color Coding)

- CONTRACTOR shall ensure that only competent persons shall conduct inspections of all tools and equipment, in particular electrical and lifting equipment.
- CONTRACTOR shall follow the Monthly Color Code System (refer to Attachment 6 – Monthly Color Coding System) for Electrical Cords, Tools & Lifting Gear.
- The formal monthly inspection does not relieve the equipment user of his duty and responsibility of visually checking the equipment each day and to report defects to a supervisor for immediate corrective action. Substandard and poor working equipment condition has not to be used and shall be marked with “DO NOT USE” Tag (refer to Attachment 7 – Do Not Use Tag).
- All inspections require the completion of the appropriate

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CONTRACTOR's inspection register. The register must identify the equipment by serial number, conditions noted during the inspection, corrective action, and date of inspection and signature of the competent person. An essential part of the electrical inspection is a continuity test of the grounding conductor, where applicable.

- Each equipment has its own competent person who shall be responsible in inspecting the specific equipment such as;
  - Lifting tackle (slings, chain hoists, come-a-longs, etc.)
  - Gas cutting apparatus (regulators, gauges, torches, flash-back arrestors, etc.)
  - All portable electrical tools, extension cords and other such equipment (fixed panels, pumps, machinery, Ground Fault Circuit Interrupters (GFCIs) on welding machines, etc.)
  - Emergency equipment (fire extinguishers, hose cabinets/reels, water barrels, rescue equipment, breathing apparatus, etc.)
  - All portable pneumatic tools and equipment (air compressors and receivers, hoses, abrasive blasting and paint apparatus, air winches, etc.)
  - All cartridge-operated tools (nail gun, hilti-gun, etc.)
  - Other equipment as deemed necessary by Project Management.

#### **5.7.2. Equipment Monthly Inspection sticker (Color Coding)**

- Contractor shall inspect heavy equipment and heavy vehicle in monthly basis
- After confirming equipment's are in good condition with valid documents, MONTHLY INSPECTION COLORCODING shall be place in equipment (refer to attachment 4)

#### **5.7.3. Appointment of Competent person**

- Contractor and subcontractors shall appoint a competent person that will be responsible for inspection monitoring, maintaining and coordinating

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the requirements of all tools, plant and equipment on site.

## 5.8. TAMPER-PROOF STICKER FOR OVERRIDE KEY OF MOBILE CRANES

- Applicable to all mobile cranes (Crawler Cranes, Hydraulic Cranes and Boom Truck/Cargo Crane).
- Prior to lifting, a Tamper Proof Sticker (refer to Attachment 8 – Tamper Proof Sticker) shall be applied/attached to all override key of mobile cranes to ensure safety of lifting operation.
- Tamper Proof Sticker Log (refer to Attachment 9 – Tamper Proof Sticker Log) shall be maintained at Contractor Safety Department for monitoring and audit purpose.

## 5.9. PROXIMITY WARNING ALERT SYSTEM

- “Proximity Warning Alert System” or “PWAS” mean a set of equipment consist of Sensor(s) & Alarm Display(s) to be installed in moving equipment, which detects objects and personnel within a pre-defined hazard zone and provides an audible and visible warning to equipment operator(s) when entry into the zone is detected.
- All earthmoving and construction equipment at the Job, Laydown, and Fabrication Sites shall have both PWAS and RVCCCS installed and operating at all times while the equipment is at work sites.
- Daily PWAS inspection checklist shall be conduct prior to use (refer attachment 14)
- Examples of earthmoving and construction equipment include:
  - Bulldozer
  - Roller / Vibratory Compactor
  - Earthmoving Equipment
  - Haul and Dump Trucks

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- Tracked or Wheeled Shovels and Loaders
- Tracked or Wheeled Excavators
- Scrapers
- Motor Graders
- Gradalls
- Water Tankers
- Waste and Fuel Tankers
- Tractors
- Telescopic Handlers
- Backhoe

#### 5.10. EQUIPMENT SAFETY REQUIREMENTS

- All mobile equipment utilized on site must have a reverse signal alarm audible above the surrounding noise level. In addition, a flagman wearing a visible reflective vest and equipped with a red and green flag shall be assigned when the equipment is being operated.
- All cracked and broken glass shall be replaced before mobilizing the vehicles or equipment in the jobsite. If glass is broken or damaged at the jobsite the machine shall be stopped until such damage has been repaired.
- Vehicles used to transport employees shall have seats firmly secured and equipped with seat belt adequate for the number of passenger. Standing at the back of moving vehicles is prohibited. It is not allowed to transport employees at the back of pick-up trucks or any open vehicle.
- All vehicles, mobile equipment and fuel driven construction equipment shall equipped with a fire extinguisher, early warning device, and first aid kit.
- All rubber tired equipment, self-propelled scrapers, front-end loaders,

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rubber tired dozers, crawler tractors, crawler type loaders and motor graders shall be equipped with Roll Over Protective Structures (ROPS) and seat belts.

- No equipment shall be operated with defective or missing safety devices.

#### 5.11. PERSONAL PROTECTIVE EQUIPMENT

- All personnel shall wear a mandatory personal protective equipment when operating, servicing/maintaining or using plant and equipment.
- Any plant and equipment that required special personal protective equipment specified in risk assessment to control the associated hazards shall be provided, use and wear at all times.
- Where personal protective equipment is required, it should be:
  - Appropriate for the task
  - Used correctly
  - Maintained in a serviceable condition

#### 5.12. RECORDS MANAGEMENT

- All equipment on site shall be identified and recorded in Heavy Equipment Tracking Register (refer to Attachment 8 – Heavy Equipment Tracking Register) that will be updated monthly and maintained throughout the duration of the project.
- If practicable, filled inspection checklist/daily pre-start checklist shall be filed for inspection and audit purposes.
- Records shall include, but are not limited to:
  - Maintenance records
  - Safe operating procedure
  - Daily pre-start equipment checklist

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- Testing certificates
- Manufacturer's specification and user manual
- Trainings, instruction and information provided to workers
- Competencies and certificates of operators

### 5.13. REPORTING OF DEFECTS AND DEFICIENCIES

- All designated operators of plant and equipment shall report immediately to their respective supervisors as follows:
  - Any defects or deficiencies observed or found on their plant or equipment they are operating.
  - Defects or abnormality findings during pre-start inspection that require a competent person to check or repair the plant and equipment to prevent further damage.

## 6 REFERENCES

- Saudi Aramco General Instruction, G.I. 7.025 – Heavy Equipment Operator and Rigger Testing and Certification
- Saudi Aramco General Instruction, G.I. 7.030 – Inspection and Testing Requirement for Elevating/Lifting Equipment
- Saudi Aramco Construction Safety Manual (CSM) III-2 – Mechanical and Heavy Equipment
- Saudi Aramco Safety Management Guide (SMG) 06-008 – Land Transport Cargo Securement


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## 7 ATTACHMENT

- Attachment 1 – Equipment Gate Pass Application
- Attachment 2 – Equipment Access Sticker
- Attachment 3 – Trailer and Load Safety Inspection Checklist
- Attachment 4 - Monthly equipment inspection sticker
- Attachment 5 – Pre acceptance checklist for 3<sup>rd</sup> party equipment
- Attachment 6 – Monthly Color-Coding System
- Attachment 7 – Do Not Use Tag
- Attachment 8 – Heavy Equipment Tracking Register
- Attachment 9 – Induction checklist for 3<sup>rd</sup> party delivery
- Attachment 10 – Daily Pre start checklist Heavy Equipment
- Attachment 11 – Mobilization inspection checklist
- Attachment 12 – Daily PWAS checklist
- Attachment 13 – Crane Operator Daily Inspection Checklist

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### Attachment 1 – Equipment Gate Pass Application

			
<b>EQUIPMENT GATE PASS APPLICATION</b> (CONSTRUCTION GATE)			
1. EQUIPMENT DETAILS		Request Date:	
Applicant to Complete	Full Name of Operator/ Driver	Plate No.	Mobile Phone Number
	Model / Made	Insurance	Type of Equipment
	<input type="checkbox"/> Lifting Equipment <input type="checkbox"/> Others	<input type="checkbox"/> Yes <input type="checkbox"/> No   NO.	
	ARAMCO Operator Certification No.	Operator Certification Expiry Date	Equipment Capacity
2. APPLIED COMPANY DETAILS			
Company	Project Representative	Telephone	E-mail Address
3. ACCESS REQUEST			
Request Access Duration		Note	
From (Date)	To (Date)	The Access Duration shall be issued based on third party inspection date in accordance with ARAMCO GI (Lifting Equipment - 90 days, Others - 6 months)	
Type of Pass Application		Work Location / Description	
<input type="checkbox"/> Initial <input type="checkbox"/> Renewal		AMIRAL Pkg.#4 :   Block 15   /   14	
<b>HDEC SAFETY USE ONLY</b>			
All Details Complete		Issuance	
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Permitted <input type="checkbox"/> Rejected	
Check attachment		Remark	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Saudi Aramco or Non Saudi Aramco Operator Certificate		
<input type="checkbox"/> Yes <input type="checkbox"/> No	Residence ID (Iqama) / SAG Driver's License		
<input type="checkbox"/> Yes <input type="checkbox"/> No	Operator or Driver Medical Report copy		
<input type="checkbox"/> Yes <input type="checkbox"/> No	Operator or Driver Insurance copy		
<input type="checkbox"/> Yes <input type="checkbox"/> No	3rd Party Certificate and inspection report of Equipment		
<input type="checkbox"/> Yes <input type="checkbox"/> No	QYADATI CERT. (ONLY FOR TRUCK DRIVER)		
<input type="checkbox"/> Yes <input type="checkbox"/> No	Heavy vehicle or equipment registration copy		
<input type="checkbox"/> Yes <input type="checkbox"/> No	Equipment Insurance Certificate		
<input type="checkbox"/> Yes <input type="checkbox"/> No	PWAS and RVCCS (with data logger)		
<input type="checkbox"/> Yes <input type="checkbox"/> No	MVPI (Motor Vehicle Periodic Inspection) / FAHAS copy		
Gate Pass Issued Date	Issued by	Signature	Received by   Signature
Note: Crane and other lifting equipment shall disable or isolate the free fall system			
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Vender Reference : <b>N/A</b>			System / Subsystem: <b>NN</b>	Equipment Type: <b>N/A</b>	



**Attachment 2 – Equipment Access Sticker**



The sticker is circular with a blue border. At the top is the Hyundai logo, a green triangle with a yellow border. Below the logo, the word "HYUNDAI" is written in large blue capital letters, followed by "ENGINEERING & CONSTRUCTION" in smaller blue capital letters. Below that, "HEAVY EQUIPMENT INSPECTION STICKER" is written in blue capital letters. The bottom half of the sticker is red and contains the following text in white capital letters: "PASS NO :", "PLATE NO :", "ISSUED DATE :", "EXPIRY DATE :", and "INSPECTOR SIGNATURE".

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### Attachment 3 – Trailer and Load Safety Inspection Checklist

		<b>Trailer and Load Safety Inspection Checklist</b>					
Project Name:					Date:		
Contractor Name:				Subcontractor Name:			
Driver Name:				Driver ID No.:			
Vehicle/Equipment Type:				Plate No. (if a plate no. is available):			
<b>Before Loading</b>				<b>During Travel</b>			
<b>Trailer Body and Ramp</b>	Yes	No	N/A	<b>Gate Pass / Security Checkpoint / Escort</b>	Yes	No	N/A
Coupling				Load safe and secure			
Hydraulics				Trailer in good condition as per before loading checklist			
Low bed ramp				<b>Security Checkpoint (Name &amp; Signature)</b>			
Low bed ramp safety device							
Low bed securing chains							
Overhead board							
Side stanchions/stakes							
Trailer lights				<b>Before Offloading</b>			
Brake test				<b>Receiving Supervisor / Driver</b>	Yes	No	N/A
Load restraining equipment in good order				Load shifted (stored energy)			
Driver clear of ramp laydown zone				Load restraining equipment in good order			
<b>Trailer Rims and Tires</b>	Yes	No	N/A	Area prepared and adequate for offloading			
All wheel nuts secured				Correct type equipment for offloading available			
Tires - right air pressure				<b>Receiving Supervisor (Name &amp; Signature)</b>			
Tread depth (minimum 1.6 mm)							
Tread pattern matches							
Lumps, bulges, tears, ply exposure							
Overall tire condition - No deep cuts							
<b>Trailer Electrical</b>	Yes	No	N/A	<b>Focus Area</b>			
PWAS				Driver has route map for specific delivery			
Brake and reverse lights working				Load height meets required vertical clearance as per route map			
Turn signals working				Load inspected and secured before travelling			
Revolving light				Vehicle and trailer maintenance log available			
Backup alarm working				Operator is aware of no go zone while preparing trailer for loading/offloading			
<b>Emergency Equipment</b>	Yes	No	N/A	All inspectors trained on load safety requirements			
Jack and accessories				Driver has right tools and PPE to do the work at site.			
Fire extinguisher							
First aid kit							
Hazard warning triangle							
<b>Certification / Training</b>	Yes	No	N/A				
SAG License							
Driver trained (trailer and load safety procedure)							
<b>Driver ( Name &amp; Signature)    Supervisor (Name &amp; Signature)    Rigger (Name &amp; Signature)    Safety Officer (Name &amp; Signature)</b> *If any of the boxes is marked "NO", the loading or delivery <b>MUST NOT</b> commence.							

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**Attachment 4 – Equipment Monthly inspection sticker**



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Vender Reference : <b>N/A</b>			System / Subsystem: <b>NN</b>	Equipment Type: <b>N/A</b>	

### Attachment 5 – Pre acceptance Checklist for 3<sup>rd</sup> party equipment

  <h1 style="text-align: center;">SAFETY PASS</h1> <h2 style="text-align: center;">Pre-Acceptance Checklist for 3rd Party Equipment</h2>															
DATE								REG. NO.							
TYPE OF VEHICLE								ARRIVAL TIME							
<b>BASIC CHECK ITEMS</b>															
Registration		Valid Insurance		Valid Driver License		Load Securement checklist		PPE Worn		Safety Inducted					
YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>				
<b>SAFETY CHECK LIST</b>															
PWAS		360 Camera		Reverse Alarm		Horn		Beacon Light		Indicators					
YES <input type="checkbox"/>	NO <input type="checkbox"/>	NA <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>	NA <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>				
Safe Load Height		No Loose Material		Load / Cargo Securement		Hydraulic Leak		<div style="display: inline-block; border: 1px solid black; padding: 5px; margin: 5px;">PASSED</div> <div style="display: inline-block; border: 1px solid black; padding: 5px; margin: 5px;">FAILED</div>							
YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>								
REMARKS:															
THIS SAFETY PASS IS <b>VALID FOR 1 DAY ONLY</b>															
Inspected by: _____ Factory Supervisor/HSE						Verified by: _____ CTR Safety Officer /Supervisor									
* Attachment: load Securement checklist Daily Checklist															

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### Attachment 6 – Monthly Color Coding System

COLOR	MONTHS
Green	January
Red	February
Blue	March
Yellow	April
Green	May
Red	June
Blue	July
Yellow	August
Green	September
Red	October
Blue	November
Yellow	December

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**Attachment 7 – Do Not Use Tag**

<b>WARNING</b>		
<b>DO NOT USE</b>		
<ul style="list-style-type: none"> <li>• This Material and/or Equipment is prohibited to use in Marjan Increment Program Package 6 Project due to non-compliance with the Saudi Aramco and HYUNDAI Safety Requirements.</li> <li>• Unauthorized Removal, Tampering and/or Alteration of this sticker without prior permission from HYUNDAI Safety Team will be a Major Safety Violation.</li> <li>• If you have any question, please contact below HDEC Safety Personnel.</li> </ul>		
HDEC Safety	: Name	Signature
Mobile Number	:	
Date	:	
		

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Attachment 8 – Heavy Equipment Tracking Register

HEAVY EQUIPMENT LOG



EXPIRED LAST MONTH		EXPIRES THIS MONTH		EXPIRES THIS				ACTIVE														
OPERATOR DETAILS										EQUIPMENT DETAILS												
SN	COMPANY	AMIRAL INSPECTION STICKER NUMBER	INSPECTION DATE	OPERATOR NAME	IGAMA NO.	MOBILE NUMBER	PLATE NO.	NATIONALITY	LICENCE EXPIRY	LOCAL PROVIDERS CERTIFICATE EXPIRY	INSURANCE	MEDICAL	QWABATI	SUPPLEMENT TYPE	MAKE/MODEL	MANUFACTUR E DATE	INSURANCE	NWPM	TPC CERTIFICATE E NUMBER	PG PROVIDE	PWAS	RWCCS
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
1																						
2																						
3																						
4																						
5																						
6																						
7																						
8																						
9																						
10																						
11																						

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Vender Reference : <b>N/A</b>			System / Subsystem: <b>NN</b>	Equipment Type: <b>N/A</b>	

### Attachment 9 – Induction checklist for 3<sup>rd</sup> party trucks

#### Induction Checklist for 3rd Party Trucks

<b>Company</b>			
<b>Name of Driver/Visitor</b>			
<b>Purpose of visit</b>			
<b>Site Contact Point</b>			
<b>Date of site entry</b>			
<b>Topic</b>	<b>Safety</b>		
<b>Basic PPE</b>	▷ Helmet	Yes	No
	▷ Safety Shoe	Yes	No
	▷ Vest	Yes	No
	▷ Safety Glass	Yes	No
<b>Site Traffic Rules &amp; Speed Limit</b>	▷ Paved road max. speed limit 40km/h	Yes	No
	▷ Unpaved road (site, laydown etc.) max. speed limit 20km/h	Yes	No
	▷ No phone while driving	Yes	No
	▷ Wearing seat belt is mandatory	Yes	No
	▷ Parking only in designated areas	Yes	No
	▷ No overtaking at site	Yes	No
<b>Safety Device</b>	▷ Reverse Alarm	Yes	No
	▷ Horn	Yes	No
	▷ Indicators	Yes	No
	▷ Beacon lights	Yes	No
<b>Blind Spot</b>	▷ Side Mirrors	Yes	No
	▷ PWAS System (camera, screen & sensors)	Yes	No
<b>360 Walk Around</b>	▷ 360 walk around before start the vehicle / equipment	Yes	No
<b>Flagman</b>	▷ Flagman assigned	Yes	No
	▷ Flagman training varified	Yes	No
	▷ Vest, Flags, whistle provided	Yes	No
	▷ Safe distance form lie of fire	Yes	No

Driver/ Operator \_\_\_\_\_ (Name & Sign)      Site Safety Officer: \_\_\_\_\_ (Name & Sign)

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Vender Reference : N/A			System / Subsystem: NN	Equipment Type: N/A	

Attachment 10 – Daily Pre start checklist Heavy Equipment (sample)

DAILY PRE-START CHECKLIST FOR EXCAVATOR (AMI.P4)

Location:		Plate Number		Duration Date (One Week)	
Manufacturer		Model		FDEC PASS Number	
Year Manufactured		Capacity		Date of 3 <sup>rd</sup> Party Inspection	

1 Connecting Pin

2 Head Light Tail Light

3 Beacon Travel Alarm Horn

4 PIVAS / RVCCCS

5 Safety Lever

6 Tire Thread Wheel Assembly

7 Boom Condition

8 Operator's Vision

9 Rear Protection Cover Reflector

10 Lower Component

11 Track Tension

12 Frame Condition

13 Rear-View Mirror

14 Windshield

15 Hydraulic Cylinder

16 Bucket Pin Safety Latch

17 Certification	20 Fire Extinguisher	23 Banksman / Spotter		
18 Permit to Work	21 Seatbelt	24 Air-Conditioning Unit		
19 Oil Leakage	22 Battery Connection & Cleaning	25 Ignition Key		
Operator (Sig)	Const Team (Sig)	HSE Personnel (Sig)		

Insert the copy of Daily Pre Start Equipment Checklist on Site for the Job Duration. Submit a copy to the Project HSE Department, if requested required.

Note: Mark appropriate boxes with ☒ Acceptable ☒ Unacceptable ☐ NA Not Applicable



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Doc. Type: <b>PRC</b>		Discipline: <b>CSE</b>		Phase: <b>DE</b>		Class: <b>2</b>		Page <b>35</b> of <b>38</b>	
Vender Reference : <b>N/A</b>				System / Subsystem: <b>NN</b>		Equipment Type: <b>N/A</b>			

DAILY PRE-START CHECKLIST FOR EXCAVATOR (AMLP4)					Equipment No. _____							
No.	ITEM				SAT	SUN	MON	TUE	WED	THU	FRI	REMARKS
1	Connecting Pin	কানেক্টিং পিন	কানেক্টিং পিন	موصلة								
2	Headlights / Taillights	সিঁড়ি লাইট, টেল লাইট	সিঁড়ি লাইট, টেল লাইট	مصابيح								
3	Reverse Travel Alarm Horn	বীজি, প্রত্যাবর্তন সতর্কতা	বীজি, প্রত্যাবর্তন সতর্কতা	صوت عكسي								
4	PMAS and HVCES	পারামিটার এবং হাইড্রোলিক সিস্টেম	PMAS and HVCES	PMAS and HVCES								
5	Safety Lever	সুরক্ষা লিভার	সুরক্ষা লিভার	مقبض								
6	Tire Treads & Wheel Assembly	টায়ার (প্রতি টায়ার) চাকা	টায়ার (প্রতি টায়ার) চাকা	إطارات								
7	Bucket Pin, Safety Lock	বাল্ট পিন, সুরক্ষা লক	বাল্ট পিন, সুরক্ষা লক	مقبض								
8	Bucket Condition	বাল্ট অবস্থা	বাল্ট অবস্থা	مقبض								
9	Operator's Vision	অপারেটরের দৃষ্টি	অপারেটরের দৃষ্টি	الرؤية								
10	Rear Protection, Control & Backhoe	পিছন সুরক্ষা, কন্ট্রোল ও ব্যাকহো	পিছন সুরক্ষা, কন্ট্রোল ও ব্যাকহো	الحماية الخلفية								
11	Lower Compartment	নিম্ন অংশ	নিম্ন অংশ	الجزء السفلي								
12	Track Tension	ট্রাক টেনশন	ট্রাক টেনশন	شد الحزام								
13	Hydraulic Cylinder	হাইড্রোলিক সিলিন্ডার	হাইড্রোলিক সিলিন্ডার	الأسطوانة الهيدروليكية								
14	Wardrobe	ওয়ার্ডরোব	ওয়ার্ডরোব	الخزانة								
15	Rear View Mirror	পিছন দৃষ্টি (অপারেটর)	পিছন দৃষ্টি (অপারেটর)	مرآة الخلف								
16	Frame Condition	ফ্রেম অবস্থা	ফ্রেম অবস্থা	حالة الإطار								
17	Control System	কন্ট্রোল সিস্টেম	কন্ট্রোল সিস্টেম	نظام التحكم								
18	Formwork Work	ফর্মওয়ার্ক	ফর্মওয়ার্ক	شغل القوالب								
19	De Luggage	ডেলগুজ	ডেলগুজ	إزالة الأمتعة								
20	Fire Extinguisher	ফায়ার এক্সটিংগুইশার	ফায়ার এক্সটিংগুইশার	مطفئ الحريق								
21	Seatbelt	সিট বেল্ট	সিট বেল্ট	حزام								
22	Battery Connection & Charging	ব্যাটারি কানেকশন ও চার্জিং	ব্যাটারি কানেকশন ও চার্জিং	اتصال البطارية								
23	Banknotes / Spares	ব্যাংকনোট / স্পার্স	ব্যাংকনোট / স্পার্স	البنوك / قطع								
24	Air Conditioning Unit	বায়ু শীতলকরণ ইউনিট	বায়ু শীতলকরণ ইউনিট	تكييف الهواء								
25	Ignition Key	ইগনিশন কী	ইগনিশন কী	مفتاح								
Signature	Operator Name: / অপারেটরের নাম: / آفیسر کے نام: _____											
	Construction Team: / নির্মাণ দল: / নির্মাণ দল: _____											
	Safety Team: / নিরাপত্তা দল: / सुरक्षा दल: _____											

(Keep the copy of Daily Pre-Start Equipment Checklist on Site for the Job Duration. Submit a copy to the Project MSE Department, if requested/required)

Note: Mark appropriate boxes with: ☒ Acceptable; ☒ Unacceptable; ☒ NA Not Applicable

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Vender Reference : <b>N/A</b>			System / Subsystem: <b>NN</b>	Equipment Type: <b>N/A</b>	

### Attachment 11 - Mobilization inspection checklist (sample)

#### MOBILIZATION INSPECTION CHECKLIST FOR WHEEL LOADER (AMI.P4)

Inspection Location		Plate Number		HDEC PASS Number	
Manufacturer		Model		Name of 3 <sup>rd</sup> Party Inspector/ Co	
Year Manufactured		Capacity		Date of 3 <sup>rd</sup> Party Inspection	

1 Bucket Pin Connection ☐

4 Boom Connection ☐

5 Hydraulic Cylinder ☐

6 Hydraulic Hoses ☐

7 Rear View Mirror ☐

13 Roll & Access Steps ☐

14 Tire Thread ☐

15 Wheel Assembly ☐

2 Beacon Light ☐

Flood Light ☐

Audible Reverse Alarm ☐

Horn ☐

3 PIVAS and RVCCCS ☐

8 Rear Reflector ☐

9 Tail Light ☐

Signal Light ☐

10 Head Light ☐

11 Windshield ☐

12 Operator's Vision ☐

16 Certification	19 Bucket	22 Brake Connection & Cleaning
17 Permit to Work	20 Fire Extinguisher	23 Air-Conditioning Unit
18 Banksman / Signal Man	21 Oil Leakage	24 Ignition Key

Keep the copy of Daily Pre-Start Equipment Checklist on Site for the Job Duration. Submit a copy to the Project HSE Department if requested required.  
 Note: Mark appropriate boxes with: ☒ Acceptable, ☒ Unacceptable, ☒ Need Further Check, ☒ N/A Not Applicable



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Vender Reference : <b>N/A</b>			System / Subsystem: <b>NN</b>	Equipment Type: <b>N/A</b>	

## Attachment 12 – Daily PWAS checklist



### AMIRAL Project Pkg. 4



### PROXIMITY WARNING ALERT SYSTEM (PWAS) INSPECTION CHECKLIST

EQUIPMENT TYPE / उपकरण के प्रकार: \_\_\_\_\_ DATE / तारीख: ( FROM / से: \_\_\_\_\_ TO / तक: \_\_\_\_\_ )  
 PLATE NUMBER / प्लेट नंबर \_\_\_\_\_ LOCATION / स्थान: \_\_\_\_\_  
 COMPANY / कंपनी: \_\_\_\_\_

PWAS INSPECTION / PWAS निरीक्षण									
SN	Item to Verify and Check / जांच करने के लिए आइटम	SATURDAY शनिवार	SUNDAY रविवार	MONDAY सोमवार	TUESDAY मंगलवार	WEDNESDAY बुधवार	THURSDAY गुरुवार	FRIDAY शुक्रवार	REMARKS / टिप्पणियाँ
1	Sensor Detection Unit / सेंसर का पता लगानेवाले यूनिट								
2	Sensor Receiving Unit / सेंसर पानेवाला यूनिट								
3	Camera / कैमरा								
4	Alarm System / अलार्म व्यवस्था								
5	LCD Monitor Display / एलसीडी मॉनिटर डिस्प्ले स्क्रीन								
6	Detection Range (6 Meters) / डिटेक्शन की सीमा (6 मीटर)								
Inspected by: Driver/Operator द्वारा निरीक्षण किया: चालक		Signature							
Verified By: Task Supervisor		Signature							
Verified By: Area HSE Officer		Signature							
Symbol Use for Ticking / टिकिंग का उपयोग करने के लिए प्रतीक Operational/Compliance / आपरेशनल / अनुपालन <input checked="" type="checkbox"/> Defective/Non Compliance / दोषपूर्ण / गैर अनुपालन <input type="checkbox"/>									

<h1>EQUIPMENT INSPECTION PLAN</h1>				Document ID :	
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Vender Reference : N/A			System / Subsystem: NN	Equipment Type: N/A	

## Attachment 13 – Crane Operator Daily inspection checklist

SAUDI ARABIAN OIL COMPANY (Saudi Aramco)						GI Number: 0007 028	
GENERAL INSTRUCTION MANUAL						ISSUE DATE: 02/07/2022	
ISSUING ORG: TRANSPORTATION & EQUIPMENT SERVICES DEPARTMENT						REPLACES: 05/3/2015	
SUBJECT: CRANE LIFTS TYPES AND PROCEDURES						APPROVAL: NAJ	
						PAGE NO: 16 OF 16	

Saudi Aramco 8060 (01/01)		Saudi Aramco GI # 028		Attachment # 2	
CRANE OPERATOR DAILY INSPECTION CHECKLIST					
Crane Operator Badge #		Supervisor Badge #		Organizational Code	
Manufacturer		Equipment #		Model	
Capacity		Capacity		Location	
Crane		Hoist Motor Start		Hoist Motor Finish	
Crane		Hoist Motor Start		Hoist Motor Finish	
PREREQ	ITEM	ITEM NAME	OK	NOT OK	NA
1.0 PRE-START MAIN, BEFORE NOTICES	1.1	Inspection Station			
	1.2	Crane Doors/Panel Mirrors			
	1.3	Spill Arrestor			
	1.4	Under-Carriage Load Check			
	1.5	Air Releaser			
	1.6	Tire Condition - Pressure, Tread, Sidewall			
	1.7	Brake Drive Chains			
	1.8	Deck - Hoisting/Loading			
	1.9	Control Panel (Paddock)			
	1.10	Engine Oil Level			
	1.11	Engine Oil Leak Check			
	1.12	Wire Rope - Condition, Detail, Lay			
	1.13	Swivel Hook Block, Hoisting/Ball Swivel Load			
	1.14	Spring Arrestor			
	1.15	Cab - Doors, Glass Mirrors, Hoisting/Loading			
2.0 MAIN START-UP CHECKS	2.1	Swivel Block			
	2.2	Load Capacity - Accurate, Readable			
	2.3	Tire Exposed Area - Mounted, Inspected			
	2.4	Hydraulic Oil Level			
	2.5	Hydraulic Oil Filter			
	2.6	Hydraulic Filter Condition			
	2.7	Hydraulic Filter Condition			
	2.8	Hydraulic Filter Condition			
	2.9	Hydraulic Filter Condition			
	2.10	Transmission Oil Level			
	2.11	Air Filter, Replacement Condition			
	2.12	Hydraulic Filter Condition			
	2.13	Swivel Block			
	2.14	Swivel Block			
	3.0 CRANE SAFETY & EMERGENCY SYSTEM CHECKS	3.1	Anti-Two-Block Two-Block Damage Prevention		
3.2		Rated Capacity (Load, Limit, RCL)			
3.3		Oxygen Sensors, Fuel Pads			
3.4		Bottle Check			
3.5		Swivel System			
3.6		Swivel System			
3.7		Swivel System			
3.8		Swivel System			
3.9		Swivel System			
3.10		Swivel System			

Crane Operator Name		Supervisor Name	
Signature		Signature	
Date/Time		Date/Time	

*CHANGE	**ADDITION	NEW INSTRUCTION	COMPLETE REVISION
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Saudi Aramco - Company General Use