**MONTHLY HSE PERFORMANCE REPORT**

**As Cut-off Date**

|  |  |
| --- | --- |
| **Attn:** |  |
| **Cc:** |  |
| **From:** |  |
| **Ref. No.** |  |
| **Date:** |  |
| **Subject:** | HSE MONTHLY PERFORMANCE REPORT |

1. **EXECUTIVE SUMMARY**

Setting SMART HSE Objectives and Targets captured in an Annual HSE Plan with timelines and responsible persons to complete those actions. This Performance Report to follow up on the HSE actions and monitoring the progress made towards achieving the SMART objectives and targets. It also to identifying the relevant Key Performance Indicators (KPIs) as stated in Company HSE

1. **HSE ACHIEVEMENTS INDEX**

|  |  |  |
| --- | --- | --- |
| **No.** | **Project Target** | **Actual as per report** |
| 1. | Days without LTI | 0 |
| 2. | TRCF | 0 |
| 3. | Property Damage | 0 |
| 4. | Major oil spill or environmental incident | 0 |

1. **MONTHLY HSE PROGRAM & ACTIVITIES HIGHLIGHTS**
   1. **HSE Program & Activities This Month:**

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Program & Activities Conducted** | **No. of Conducted (This Month)** | **No. of Conducted (YTD)** |
| 1. | HSE Meeting Shore Based | - | 2 |
| **HSE & Drill Meeting:** | | |
| MV Synergy Explorer | 4 | 36 |
| MV MP Prevail | 5 | 37 |
| 2. | Safety Sharing | 2 | 9 |
| 3. | Urine Test | 3 | 6 |
| 4. | HSE Inspection / On-Hire Inspection | 1 | 8 |

* 1. **HSE Program & Activities Plan for Next Month:**

|  |  |  |
| --- | --- | --- |
| **No.** | **Program & Activity Planned Next Month** | **Tentative Date** |
| 1. | Vessel Toolbox Meeting | Continuously |
| 2. | Weekly Drill Meeting | Continuously |
| 3. | Synergy Clean Up Month | Oct – Dec 2022 |
| 4. | Monsoon Season Campaign 2022 | Oct – Mar 2023 |
| 5. | 3rd Quarter HSE Meeting | 27th Oct 2022 |

1. **SUMMARY OF INCIDENT / ACCIDENT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Date / Time** | **Incident / Accident Description** | **Types of Incidents** | **Location** |
|  |  | -NIL- |  |  |

1. **HEALTH, SAFETY & ENVIRONMENT STATISTICS - As cut-off date** **30th Sept 2022**

|  |  |  |  |
| --- | --- | --- | --- |
| Description | This Month | Last Month | Total Cumulative |
| LOST TIME INJURY – LTI |  |  |  |
| Fatality | 0 | 0 | 0 |
| Permanent Total Disability | 0 | 0 | 0 |
| Permanent Partial Disability | 0 | 0 | 0 |
| Lost Workday Case (LWC) | 0 | 0 | 0 |
| INJURIOUS NON-LTI |  |  |  |
| Restricted Workday Cases (RWC) | 0 | 0 | 0 |
| Medical Treatment Case (MTC) | 0 | 0 | 0 |
| First Aid Case (FAC) | 0 | 0 | 0 |
| NON-INJURIOUS |  |  |  |
| Near Miss | 0 | 0 | 1 |
| Fire / Explosion | 0 | 0 | 0 |
| Property Damage / Loss | 0 | 0 | 0 |
| Oil Spill | 0 | 0 | 0 |
| Environmental Emission & Waste | 0 | 0 | 0 |
| FREQUENCY RATE |  |  |  |
| LTI Frequency | 0 | 0 | 0.85 |
| Total Recordable Case Frequency (TRCF) | 0 | 0 | 0.85 |
| Total Days Lost Due to Injury | 0 | 0 | 0 |
| Total Days Lost Due to Occupational Illness | 0 | 0 | 0 |
| PERFORMANCE |  |  |  |
| Number of Days without Lost Time Incident | 1803 | 1740 | 11808 |
| Number of Days without Recordable Incident | 1803 | 1740 | 11808 |
| Number of HSE Meeting | 5 | 5 | 16 |
| Number of Visitor Orientation | 0 | 0 | 292 |
| Number of Employee Orientation | 0 | 0 | 20 |
| Number of JSA completed | 18 | 19 | 189 |
| Number of PTW completed | 1 | 0 | 10 |

1. **HSE MANHOURS – As cut-off date** **30th Sept 2022**

|  |  |  |  |
| --- | --- | --- | --- |
| **Description** | **This Month** | **Last Month** | **Total Cumulative (YTD – July 2022)** |
| **MAN HOURS WORKED** |  |  |  |
| Total Man hours Worked by SMMSB | 3200 | 3360 | 22080 |
| Total Man hours Worked by Synergy Explorer & MP Prevail | 11280 | 10536 | 74808 |
| Total Man hours Worked by Other Contractors | 10776 | 5040 | 6000 |
| **TOTAL MAN HOURS WORKED** | **25256** | **18936** | **133944** |
| **Total Planned Man Hours HSSE Milestone** | **300,000** | | |

1. **HSE INCENTIVES – To be implemented on 2023**

|  |  |  |  |
| --- | --- | --- | --- |
| **HSE Incentive Award** | **Jan 2023** | **Feb 2023** | **Mar 2023** |
| 1st Month Best UCUA |  |  |  |
| 2nd Month Best UCUA |  |  |  |
| 3rd Month Best UCUA |  |  |  |
| Most UCUA Submission |  |  |  |
| Best UCUA of the Month |  |  |  |
| Total |  |  |  |

1. **UNSAFE ACT & UNSAFE CONDITION - As cut-off date** **30th Sept 2022**

|  |  |  |  |
| --- | --- | --- | --- |
| **CATEGORIES** | **THIS MONTH** | **LAST MONTH** | **TOTAL CUMULATIVE (YTD)** |
| Unsafe Condition | 21 | 30 | 290 |
| Unsafe Act | 22 | 22 | 213 |
| Positive Observation | 7 | 10 | 45 |
| Stop Work | 12 | 16 | 110 |
| **TOTAL** | 62 | 78 | 658 |

1. **GENERAL HOUSEKEEPING**

General housekeeping was planned to be conduct once a month at shore based and twice a week for vessel. All staffs will involve in this event.

**11.0 TOKEN PRESENTATION**

UCUA token will be implemented starting on January 2023 for all crew onboard and office staff.

**12.0 QUARTERLY HSE MEETING**

The second Quarterly HSE Meeting was conducted on 3rd August 2022. Third Quarter HSE Meeting will be held on 27th October 2022.