



# Energy & Industry Department Prime Minister's Office Note to Industry (NTI)

TOPIC Workplace Safety and Health Order 2009: HSE Training Requirements for the MAH Industry Sector			Reference Number 2016 /NTI/ 4
Approved by: Head of HSE	Issue date: 10 June 2016	Expiry date: OPEN	Revision No: 0

## Background

The Brunei Workplace Safety and Health Order 2009 (as amended) and associated regulations, define particular persons and positions relating to safety and health activities. These are shown in Table 1. The Energy & Industry Department, Prime Minister's Office (EIDPMO) has worked with the Department of Labour and the Major Hazards sector of industry to develop minimum HSE training requirements.

Table 1: Persons and positions identified under the WSHO

Position	Legal Reference
Workplace Safety & Health Officer	WSHO 2009 Section 28
Workplace Safety & Health Coordinators	WSHO 2009 Section 28
Workplace Safety & Health Auditors	WSHO 2009 Section 30
Authorised examiner	WSHO 2009 Section 32
Safety Critical Positions	COMAH Regulations 2013
Safety & Health Inspector (Government)	WSHO 2009 Section 7
Safety & Health Authorised Officer (Government)	WSHO 2009 Section 7

In addition, to the above legally defined positions EIDPMO has reviewed the need to provide minimum HSE training requirements for employees working in the Major Hazards sector of industry.

## WAY FORWARD

The introduction of the training requirements will be in a phased manner as follows

### **Phase 1: Implement minimum HSE training (IMIST) for Frontline Supervisors working in the Major Hazards sector of industry. By end Nov 2017.**

With reference to the Labour Department Directive 02/2016, the minimum HSE training requirements for all Frontline Supervisors is the International Minimum Industry Safety Training (IMIST).

“Front line Supervisor” means the most senior person based predominately at the work site, who has been given the authority to manage a group of workers in the execution of a given work scope, and who is responsible for ensuring that all the Health, Safety and Environmental requirements pertaining to that work scope are fully understood and implemented.

### **ACTION**

Employers in the Major Hazards sector of industry are requested to ensure that all persons who are proposed or working as Frontline Supervisors in all COMAH facilities are provided with this training. The list of all Frontline Supervisors for each company is to be submitted to EIDPMO HSE Division by **end August 2016**.

All Frontline Supervisors identified by respective Companies must have the IMIST training certificate by the **30<sup>th</sup> November 2017**, with an interim milestone of 50% of front line supervisors trained by the **end of June 2017**.

### **Phase 2: Implement minimum HSE training (NEBOSH) for Workplace Safety and Health Officer working in the Major Hazards sector of industry. By end Jan 2017**

With reference to the Labour Department Directive 03/2016, the minimum qualification requirements for the Workplace Safety and Health Officer is a NEBOSH International General Certificate and two years of relevant experience in the workplace.

### **ACTION**

Employers in the Major Hazards sector of industry are requested to provide details of persons who will be proposed as Workplace Safety and Health Officers. These details, including copy of NEBOSH IGC certification or higher HSE qualification held, are to be submitted to EIDPMO HSE Division on the template provided with this NTI by **end July 2016**.

All employers must ensure that WSH Officers have active oversight of the worksite activities, are qualified and in the role no later than **30<sup>th</sup> January 2017**. These individuals will be registered with EIDPMO as WSH Officers and be provided with a Confirmation Letter. Formal appointment will be provided by MOHA at a later date with a charging fee applied.

EIDPMO Contact Persons:

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**HOW DO I KNOW WHICH WORKPLACE NEEDS A WORKPLACE SAFETY AND HEALTH OFFICER**

Workplace is defined in section 5.1 of the WSHO and includes a “factory”

Factory is defined in section 5.2 of the WSHO (as amended).

The Workplace Safety and Health (Workplace Safety and Health Officers) Regulations, 2014 second schedule defines which type of factory requires a Workplace Safety and Health Officer.

**Example: A Control of Major Accident Hazards (COMAH) Facility. Eg Brunei Methanol Company onshore Facility, Champion 7 offshore Facility, Total OPP onshore Facility.**

Factory is defined in section 5.2 of the WSHO (as amended). In particular 5.2b any premises where the handling, sorting, packing, storing, processing, manufacturing, use, disposal or in relation to, of any hazardous substance. Thus a COMAH Facility is a Factory.

The Workplace Safety and Health (Workplace Safety and Health Officers) Regulations, 2014 second schedule item 2 requires a factory used for processing petroleum or petroleum products to have a Workplace Safety and Health Officer. Thus a COMAH Facility requires a Workplace Safety and Health Officer.

