

#InternationalWomensDay



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National Authority

# FORUM ON EMPOWERING *Women* IN SAFETY AND HEALTH

IN CONJUNCTION WITH INTERNATIONAL WOMEN'S DAY (IWD)

**18** MONDAY  
MARCH 2024

**8:15** - **11:00**  
AM AM

**Level 1, Main Auditorium**  
Design & Technology Building



#InspireInclusion

#WorkplaceSafetyandHealth

#SHENA



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# PROGRAMME

TIME	PROGRAMME
8:15 – 8:45 AM	Arrival of Participants and Registration
8:45 – 9:00 AM	Arrival of Guest of Honor
9:00 – 9:03 AM	Safety Briefing Video
9:03 – 9:05 AM	Recital of Surah Al-Fatihah
9:05 – 9:10 AM	Welcoming Remarks by Acting Interim Chief Executive Officer, SHENA
9:10 – 9:15 AM	Keynote Address by Guest of Honour, Hajah Farida binti Dato Seri Paduka Haji Talib, Permanent Secretary (Energy) at the Prime Minister's Office as member of SHENA's Board of Directors
9:15 – 9:25 AM	SHENA Presentation: <b>Women Inclusivity in Compliance with WSHO, 2009</b> by Nurul Zakiah binti Hj Md Taib, Officer I, Compliance and International Affairs Division, SHENA
9:25 – 9:55 AM	Presentations by Panellists: <b>“Health and Safety as a Career Pathway for Women”</b> by Dr Hajah Siti Haziah binti POKSM DSP Haji Abidin, Director of Manpower Planning Office, Prime Minister's Office <b>“Specific Safety and Health Considerations for Women in the Workplace”</b> by Hajah Salawati binti Haji Kassim, HSE Manager, TotalEnergies EP (Brunei) B.V. <b>“Organisation's Role in Ensuring Protection of Women in Safety and Health at the Workplace”</b> by Siti Nuranati binti Haji Saman, HSE Manager, Berakas Power Company Sdn. Bhd.
9:55 – 10:25 AM	Panellist Discussion: <ul style="list-style-type: none"><li>• How can workplaces ensure adequate protection of women's safety and health?</li><li>• How can we encourage more women to join the field of safety and health?</li><li>• What are your thoughts and aspirations for the future of women in health and safety in Brunei Darussalam?</li></ul>
10:25 – 10:55 AM	Question & Answer Session
10:55 – 11:00 AM	Presentation of Certificates of Appreciation to Panellists and Group Photo
END	



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# SAFETY BRIEFING



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# SAFETY BRIEFING



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# RECITAL OF PRAYERS

HAJI MOHAMMAD HAFIDZULKHAIRI BIN HAJI YAHYA



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# WELCOMING REMARKS

HAJI MOHD YUSOF BIN HAJI MOHD TAUFIK  
ACTING INTERIM CHIEF EXECUTIVE OFFICER OF SHENA



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# KEYNOTE ADDRESS

**HAJAH FARIDA BINTI DATO SERI PADUKA HAJI TALIB**  
PERMANENT SECRETARY (ENERGY), PRIME MINISTER'S OFFICE  
AND MEMBER OF SHENA'S BOARD OF DIRECTORS



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# WOMEN INCLUSIVITY IN COMPLIANCE WITH THE WORKPLACE SAFETY AND HEALTH ORDER, 2009

**NURUL ZAKIAH BINTI HJ MD TAIB**

OFFICER I, COMPLIANCE AND  
INTERNATIONAL AFFAIRS DIVISION, SHENA

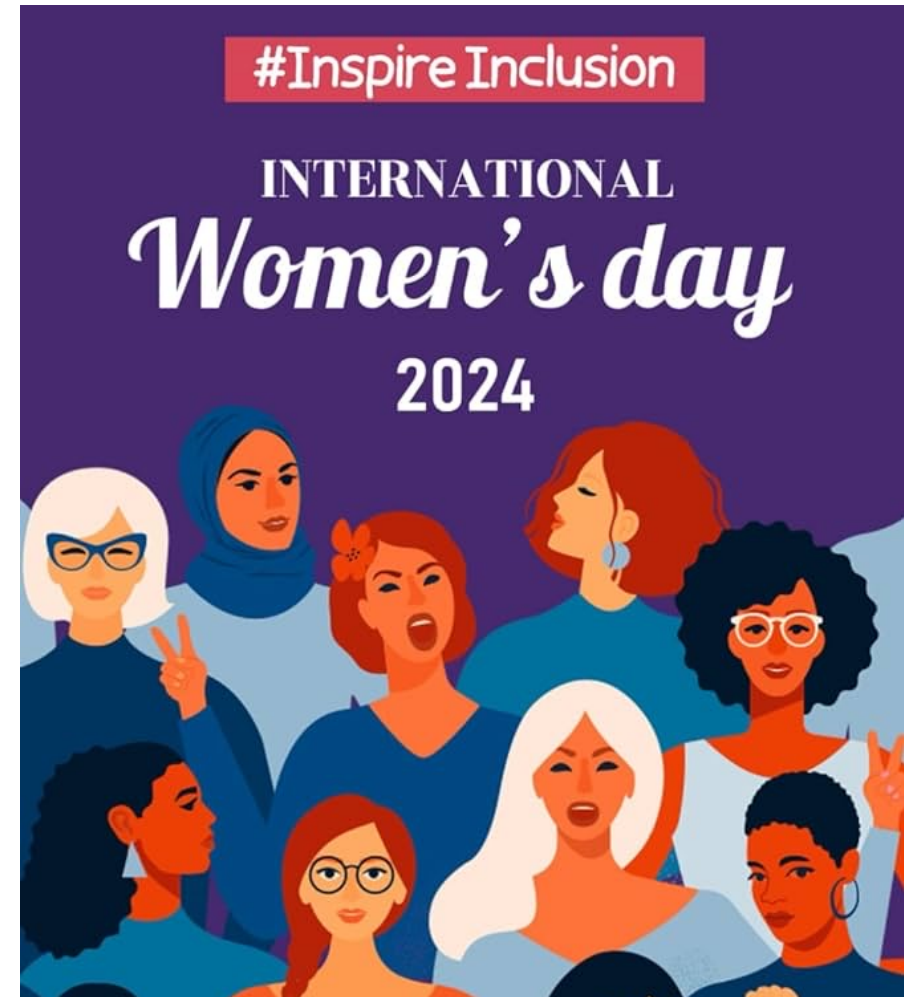




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# INTERNATIONAL WOMEN'S DAY “INSPIRE INCLUSION”

- **Inclusivity:** By creating an environment where everyone feels **valued, supported** and has **a sense of belonging** within the organisation
- **Safety and health of women** in workplace is an important aspect of promoting inclusivity
- **Recognising** the **hazards specific to women** ensures that the necessary **risk controls** are in place





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## WORKPLACE SAFETY AND HEALTH ORDER, (WSHO) 2009

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This Order describes the **general safety and health expectations on all workplaces**. Duties are placed primarily on the Employer, Occupier, Principal and persons at work.

The Law ensures that those creating the risk reduce those risks to persons (employees and public), assets and the environment, to **As Low As is Reasonably Practicable (ALARP)**.

# SHENA'S LEGAL FRAMEWORK

## RADIATION PROTECTION ACT, CHAPTER 228

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This Act controls and regulates the import, export, manufacture, sale, disposal, transport, storage, possession, and use of **radioactive materials and controlled apparatus**.





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# WSHO, 2009

## WORKPLACE SAFETY AND HEALTH ORDER, 2009

WSH	WSH	WSH	WSH	WSH	WSH	WSH	WSH	WSH
(COMPOUNDABLE OFFENCES) REGULATIONS, 2009	(INCIDENT REPORTING) REGULATIONS, 2014	(RISK MANAGEMENT) REGULATIONS, 2014	(WORKPLACE SAFETY AND HEALTH COMMITTEES) REGULATIONS, 2014	(FIRST AID) REGULATIONS, 2021	(WORKPLACE SAFETY AND HEALTH OFFICERS) REGULATIONS, 2014	(GENERAL PROVISIONS) REGULATIONS, 2014	(CONSTRUCTION) REGULATIONS, 2014	(FACILITIES) (CONTROL OF MAJOR ACCIDENT HAZARDS) REGULATIONS, 2013
ANY OFFENCE UNDER THE ORDER AND THE REGULATIONS, EXCEPT SECTIONS 21(7) AND 52	ALL WORKPLACES	ALL WORKPLACES	50 OR MORE PERSONS ARE ORDINARILY AT WORK	ALL WORKPLACES (EXCEPT HOSPITAL, CLINIC AND AMBULANCE)	<ul style="list-style-type: none"> <li>SHIPYARD</li> <li>FACTORY - PETROLEUM</li> <li>FACTORY - \$10 MILLION ENG. CONSTR.</li> <li>FACTORY - 100 PERSON OR MORE EMPLOYED</li> </ul>	<ul style="list-style-type: none"> <li>FACTORY</li> <li>WORKSITE</li> <li>FACILITY</li> </ul>	WORKSITE - ANY BUILDING OPERATION OR WORKS OF ENGINEERING CONSTRUCTION	FACILITIES
OTHER WORKPLACES								



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# WSH (RISK MANAGEMENT) REGULATIONS, 2014

In every workplace, the Employer, Self-employed Person and Principal shall conduct a risk assessment in relation to **the safety and health risks** posed to **any person** who may be affected by his undertaking in the workplace

## RISK ASSESSMENT

Maintain a **record** of Risk Assessment for a period of not less than 3 years and any measure of safe work procedure implemented

Any person in the workplace who maybe exposed by the work is **informed** of the nature of the risk involved & measure of safe work procedure

CONDUCT

RECORD

COMMUNICATE

IMPLEMENT



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# WSH (RISK MANAGEMENT) REGULATIONS, 2014

Department:	RA Leader:	Approved by:	Reference Number
Process:	RA Member 1:	Signature:	
Activity/Location:	RA Member 2:	Name:	
Assessment Date:	RA Member 3:	Designation:	
Last review Date:	RA Member 4:	Date:	
Next review Date:	RA Member 5:		
<b>1 Hazard Identification</b>		<b>2 Risk Evaluation</b>	<b>3 Risk Control</b>

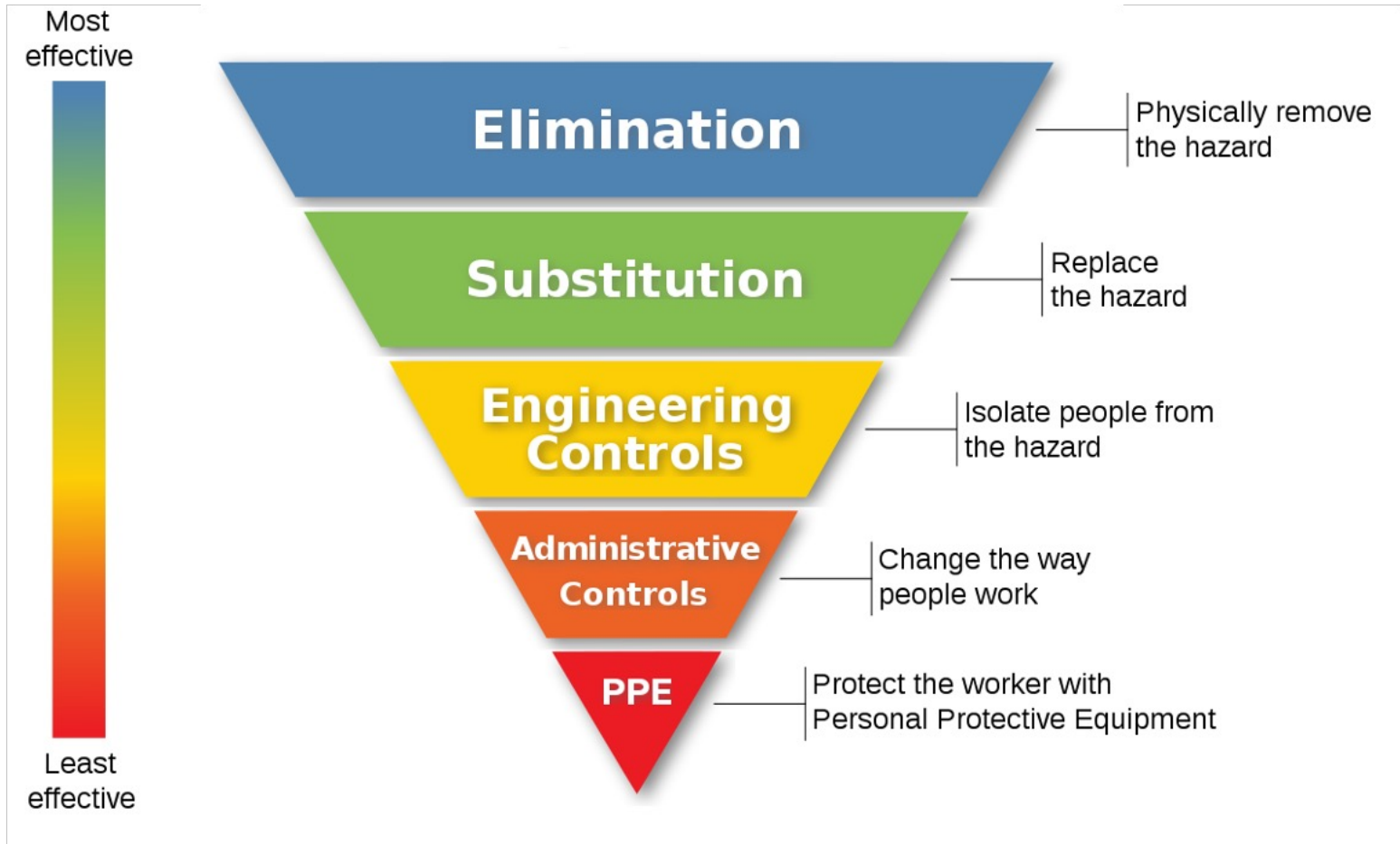


**RISK MATRIX: LIKELIHOOD X SEVERITY**



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# HIERARCHY OF CONTROL



**WOMEN ARE ENCOURAGED TO BE PART OF THE RISK MANAGEMENT TEAM**



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# WSH (WSH COMMITTEES) REGULATIONS, 2014

**50**  
**WORKERS  
OR MORE**



- 1** Chair by competent person as trusted by the Occupier
- 2** WSH Officer / Co-Ordinator / Focal act as a secretary
- 3** Meeting at least once (1) a month

## FUNCTIONS

Inspection of the Workplace	Inspection after accident	WSH Promotion	Review WSH Guideline
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Accountability for compliance to WSH Committee Regulations is to the **OCCUPIER**

Women are encouraged to be part of the WSH Committee



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# INTERPRETATION “HEALTH OF A PERSON”

Refers to where the person is **pregnant**, includes the health of any unborn child which that person is carrying (Section 4(2)(b) of WSHO, 2009)



(2) For the purposes of this Order

(a) mechanical power shall not be treated as being used in a workplace by reason only that mechanical power is used for the purpose of heating, ventilating, cooling, air-conditioning or lighting the workplace or any part thereof; and

(b) any reference to the health of a person shall, where that person is pregnant, include a reference to the health of any unborn child which that person is carrying.

(3) For the purposes of this Order, a person shall be regarded as being at work in a workplace whether or not he is lawfully at work in that workplace.





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# COMMON HAZARDS TO WOMEN AT WORKPLACE

**POOR FITTING OF PPE**



**PSYCHOSOCIAL HAZARDS**



**MUSCULOSKELETAL DISORDERS**



**REPRODUCTIVE HAZARDS**



**SEXUAL HARASSMENT**





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# MUSCULOSKELETAL DISORDERS

- **Occupational factors:** repetitive movements, prolonged standing or sitting, heavy lifting
- **Biomechanical differences:** body structure and mechanics - affect how joints and muscle function e.g. heavy lifting
- **Hormonal changes:** e.g. during menstruation, menopause or hormone replacement therapy. Contribute to osteoarthritis & osteoporosis
- **Pregnancy**





# PREGNANCY – ERGONOMIC HAZARDS

## PROLONGED STANDING OR HEAVY LIFTING

- **Pregnancy hormones** affect spine and joints - **Higher injury risk**
- Body changes **affect balance and posture** in later pregnancy stage - **Increased fall risk**
- As the **pregnancy progresses**, it may affect the worker's:
  - dexterity
  - agility
  - coordination
  - speed of movement
  - reach





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# PSYCHOSOCIAL HAZARDS

- Stress on pregnant women can affect **fetal development** and has been shown to affect the child's motor skills, cognitive development and predispose the child to psychiatric illness
- **Postpartum** depression, rage and anxiety may affect women's return to work and their performance





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# SEXUAL HARASSMENT AT WORKPLACE

- Sexual harassment **particularly committed against women**. Affected women suffer from **Psychological** and **physical** hazards. Results in an **unsafe and hostile** work environment.

## Widespread but under reported:

- Lack of awareness , fear of reprisals, lack of effective reporting mechanisms, blaming the victim instead of perpetrator, difficulties of evidence especially without a witness.
- Prevention of sexual harassment should be **part of workplace risk assessments**.
- **Reporting and complaint procedures**
- **Prevention policies** should include education, clear policies, and consequences for misconduct.



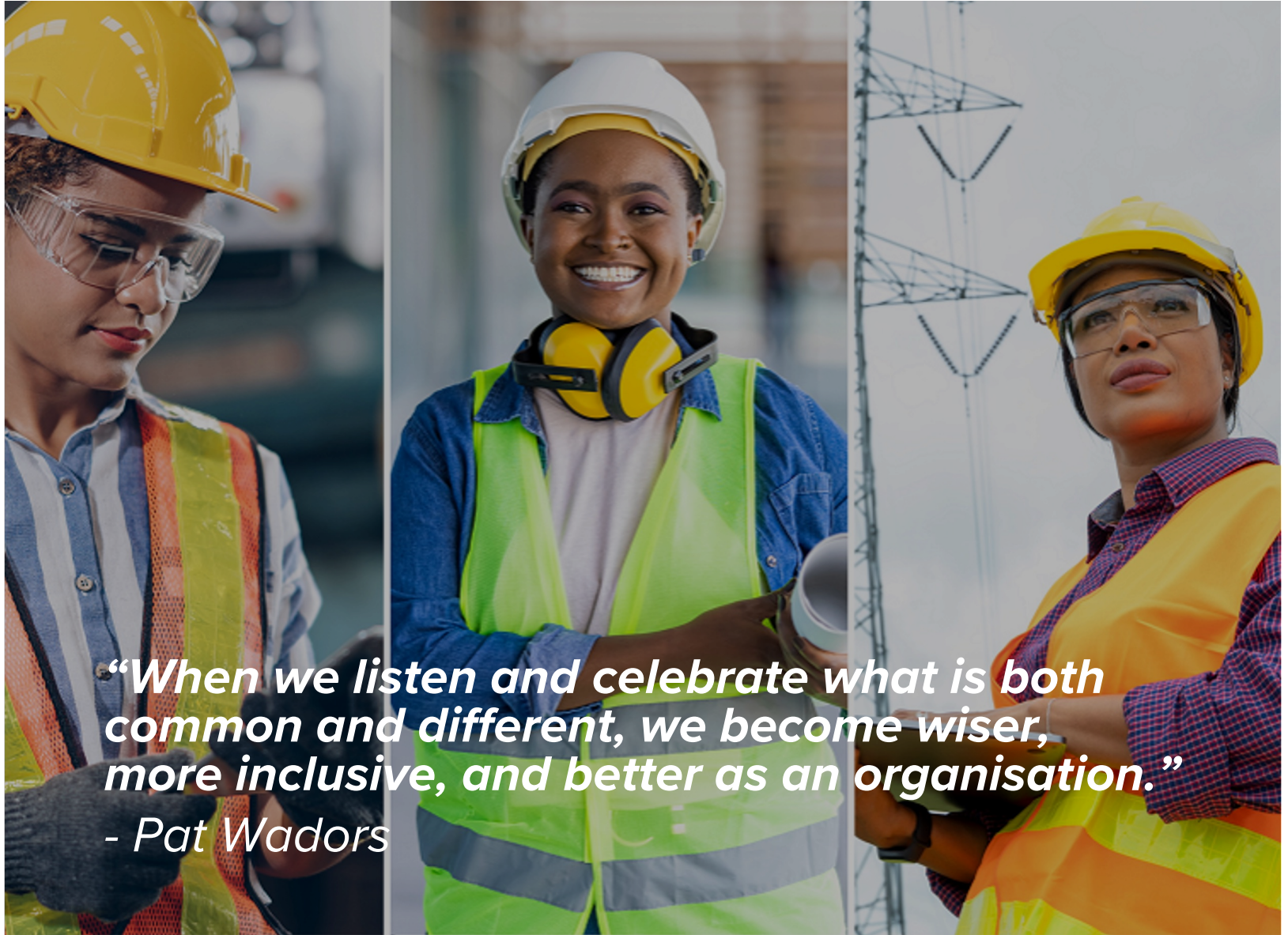


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# KEY TAKEAWAYS

- Importance in recognising **hazards specific to women** as part of **workplace risk assessments**
- **Involve women** in risk assessment to understand and address the overlooked risks in a real work situation
- Consider **individual assessment** e.g., pregnancy issues
- **Aim to identify** less obvious hazards and health problems that are more common **for female workers**





***“When we listen and celebrate what is both common and different, we become wiser, more inclusive, and better as an organisation.”***

***- Pat Wadors***



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THANK  
YOU





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# HEALTH AND SAFETY AS A CAREER PATHWAY FOR WOMEN

**DR HAJAH SITI HAZIAH BINTI POKSM DSP HAJI ABIDIN**  
DIRECTOR OF MANPOWER PLANNING OFFICE, PRIME MINISTER'S OFFICE



# “HEALTH AND SAFETY AS A CAREER PATHWAY FOR WOMEN”

PRESENTATION BY:  
**DR HAJAH SITI HAZIAH BINTI PEHIN ORANG KAYA SAIFUL  
MULOK DATO SERI PADUKA HAJI ABIDIN**  
DIRECTOR OF MANPOWER PLANNING OFFICE,  
PRIME MINISTER'S OFFICE

## CONTENTS:

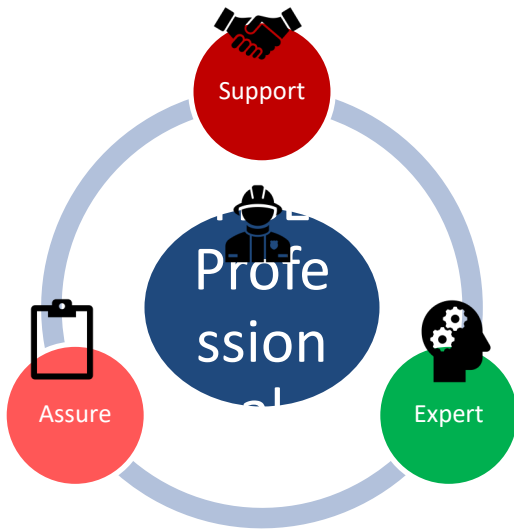
- Women in HSE
- HSE Opportunities in Brunei
- My HSE story
- Key TakeAway Messages

# Health and Safety: Still a man's world?

- Only 21.7 per cent of IOSH members are female in 2023, just a two per cent increase on 2018 (19.7 per cent).
- General measures directed at all workers do not necessarily achieve the desired benefits for women workers. Women may have unique risks and needs , which needs to be incorporated when formulating HSE policies
- Global Trends of Women in HSE Profession showing :
  - More females seeing HSE as a career choice
  - Increased Representation
  - More networking and support opportunities
  - Leadership Opportunities
  - Education and Training
  - Advocacy for Work-Life Balance

**BUT IS THE PROGRESS FAST ENOUGH?**

# Role of HSE Professional



## NOT JUST ABOUT BEING A SAFETY OFFICER....

1. Health and Safety Officer
2. Safety Manager
3. Environmental Health and Safety Specialist
4. HSE Coordinator
5. HSE Advisor
6. Occupational Health Specialist
7. Safety Engineer
8. Risk Management Specialist
9. Environmental Compliance Officer
10. Industrial Hygienist
11. Emergency Responders .....

## NOT JUST NEEDED IN HEAVY INDUSTRIES....



# HSE RELATED VACANCIES – AS OF 2023



### Key Messages

- Most of the HSE-related vacancies require minimum qualification of **HND and Equivalent**
- Vacancies are from a range of industries, with more than half coming from the Construction and Mining and Quarrying (oil and gas) industries

# WORKPLACE SAFETY AND HEALTH ORDER (WSHO), 2009

## WORKPLACE SAFETY AND HEALTH ORDER (WSHO), 2009

This order describes the general safety and health expectations on all workplaces. Duties are placed primarily on the Employer, Occupier, Principal and persons at work. The law ensures that those creating the risk reduce those risks to persons (employees and public) assets and the environment to as Low as a Reasonably Practicable (ALARP)

## LEGAL REQUIREMENT

**Section 28 of the WSHO, 2009** – Every workplace within the prescribed class or description of workplaces shall appoint a **WSH Officer** or a **WSH Co-Ordinator**.

**Section 32 of the WSHO, 2009** – No person shall act as **WSH Officer** or **WSH Co-Ordinator** except with the **approval from SHENA**

### WSH OFFICER

Building Operations or Works of Engineering Construction (BOWEC) of a contract sum of **BND 10 Million or more**

**REQUIREMENT:**  
NEBOSH IGC Certificate or equivalent  
2 Years relevant Health & Safety Experience

**VALIDITY:**  
2 Years

Commencement date for Appointment WSH officer  
**1<sup>ST</sup> April 2024**

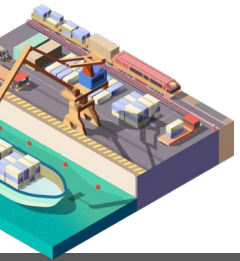
### WSH CO-ORDINATOR

Worksite with a contract sum **less than BND 10 Million** of the building operation or works of engineering construction

**REQUIREMENT:**  
IOSH Managing Safely or equivalent  
2 Years relevant Health & Safety Experience

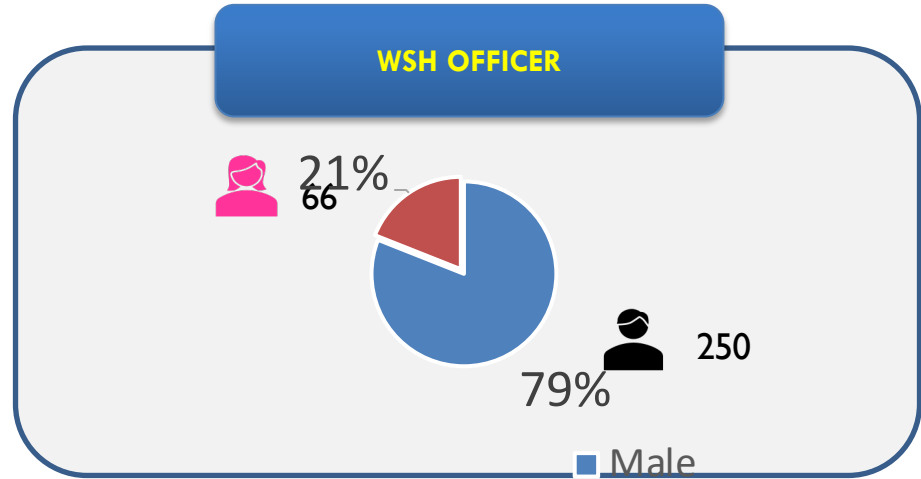
**VALIDITY:**  
2 Years

Commencement date for Appointment WSH Co-ordinator  
**Contractor Class I – III : 1<sup>ST</sup> October 2025**  
**Contractor Class IV – VI : 1<sup>ST</sup> April 2024**

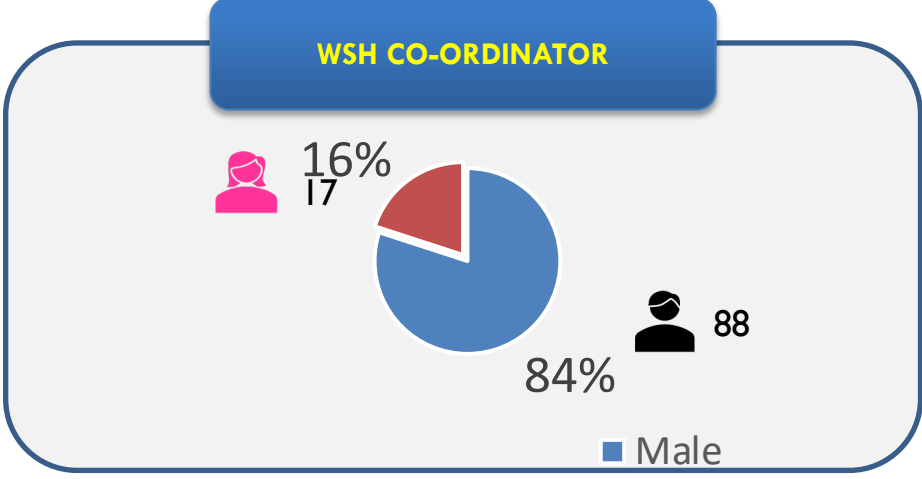


# REGISTERED NUMBER OF WSH OFFICER & WSH CO-ORDINATOR

**Number of WSH Officer and WSH Co-Ordinator registered under Safety, Health and Environment National Authority (SHENA) from 2021 to 10 March 2024**



**316** WSH Officers



**105** WSH Co-ordinators



## WHAT IS THIS PROGRAMME?

An initiative from the Joint MISC HSE Taskforce (Construction & Energy) under the Manpower Planning and Employment Council (MPEC) that was launched in June 2021 to enable **local employees and i-Ready Apprentices in the private Construction and Energy sector** to acquire professional certification and experience in HSE. Combination of certification (IOSH Managing Safety / NEBOSH IGC Occupational Health & Safety) and relevant HSE experience in order to enable the participants to fulfil SHENA requirements for **WSH Coordinator** and **WSH Officer** job positions.

## OBJECTIVES

1. Increase local manpower supply pool of WSH Coordinators & WSH Officers in order to meet the manpower demands in the construction and energy sectors and to fulfill SHENA requirements.
2. To support in establishing safer workplace by inculcating safety behavior, safety practices and safety leadership.
3. To provide reskilling and upskilling opportunities in HSE to the local workforce in the private construction & energy sectors.

## FUNDING SUPPORT

Eligible companies are entitled to a maximum funding of **BND 15,000**  
**ELIGIBLE FOR COMPANY APPLICATIONS ONLY IN THE CONSTRUCTION & ENERGY SECTOR**  
(covers training fee + examinations cost)

## REQUIREMENTS



\* This portion will be funded by MPEC

## OTHER PRE-REQUISITES

- Must have **dedicated supervisor** with at least **3 years of work experience**
- Supervisors and candidates are required to **attend briefing by MPEC Secretariat and SHENA** before the program starts
- Logbook** is required for the supervisor to monitor the progress of the trainee.

# PILOT HSE COMPETENCY APPRENTICESHIP PROGRAMME PARTICIPATION

**TOTAL AWARDED PARTICIPANTS**

**118** participants

**IOSH Managing Safety Training**

**48** participants

CONSTRUCTION: 15

ENERGY: 33

**NEBOSH IGC Occupational Health & Safety**

**70** participants

CONSTRUCTION: 24

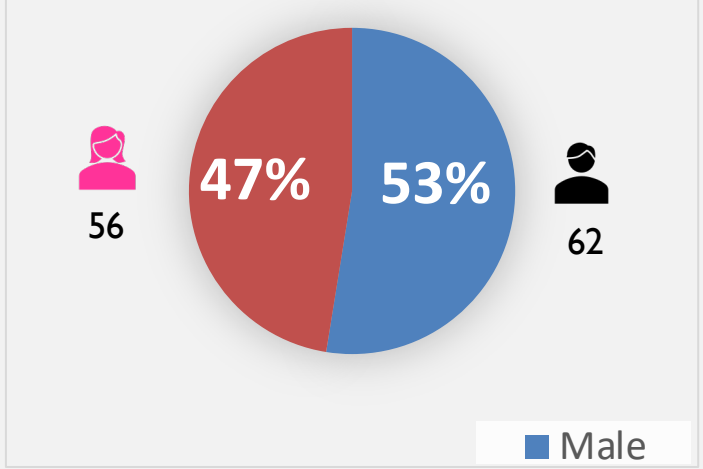
ENERGY: 46

**Successfully registered and licensed under SHENA**

**4** participants

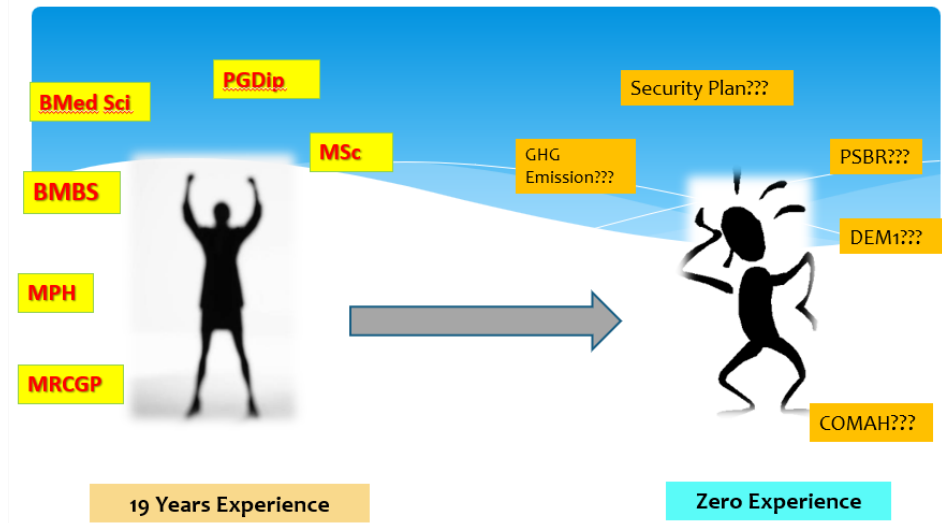
CONSTRUCTION: 0

ENERGY: 4



## PILOT HSE COMPETENCY APPRENTICESHIP PROGRAMME

Participation



## Key TakeAway Messages

- Rewarding profession for Men **AND** Women
- Care and People at the heart – both technical and soft including people skills are important
- Growing importance , expanding field
- Being HSE practitioner is **NOT** always about working in heavy industries



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# SPECIFIC SAFETY AND HEALTH CONSIDERATIONS FOR WOMEN IN THE WORKPLACE

**HAJAH SALAWATI BINTI HAJI KASSIM**

HSE MANAGER, TOTALENERGIES EP (BRUNEI) B.V.



## Forum on empowering women in safety and health

Specific Safety and Health considerations for women in the workplace

Hjh Salawati Hj Kassim – HSE Manager

TotalEnergies EP (Brunei) B.V.

18Mar 2024



## Our businesses in support of the SDGs, the SDGs in support of the transformation of our businesses

- TotalEnergies's commitment to the SDGs has four dimensions:

Climate and  
sustainable energy

People's  
well-being

Care for the  
environment

Creating  
shared value

- Following a phase of employee engagement through training and workshops, the Executive Committee has now defined 10 key performance indicators supporting the SDGs in relation with 10 sustainable goals; this will be TE;

**Sustainab'ALL program: 10 sustainable goals for 2023 –2025 in support of our transformation**

## Goal No.7 – Advance inclusion in our Company

- Our goal is to be a diverse and inclusive company. The indicator we have selected combines the four cornerstones of our diversity policy.

### Key performance indicator

Indicator combining progress (in %) in hiring women, hiring people with disabilities, promoting women and promoting international managers (at higher job group)

***This KPI contributes to the following SDGs;***



6 out of 8 Executive  
Committees of TEPB  
are women



# Specific Safety and Health Considerations for women in the Workplace

## Well Being Aspect

# Specific Safety and Health Considerations for women in the Workplace

## Personal protective Equipment

- Often design for average-sized men
- The protective function (such as respirators, work gloves and work boots) may be reduced when they do not fit female workers properly
- FR Head Cover (Muslim ladies)



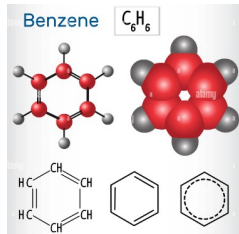
- Company provides selection option of PPE types
- 2piece coverall - Jacket and Trousers (generally acceptable for onshore facility)
- FR Head Cover without pins (instant Tudong)

# Specific Safety and Health Considerations for women in the Workplace

## Chemical Risk Exposure & Chemical Handling

- BTEX (Hydrocarbon facility)
- Chemical Health Hazards

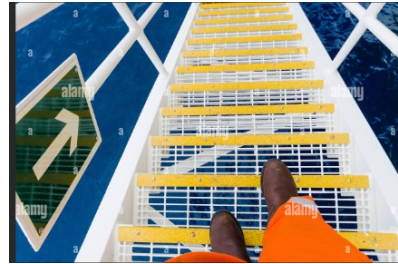
- Safety Data Sheet
- Health Risk Assessment (Controls)



# Specific Safety and Health Considerations for women in the Workplace

## Height

- Fear of height
- Climbing staircase offshore
- Use of vertical ladder (with cage)
- Working at Height
  - Protection against fall (safety harness, lanyard and lifeline)



Safety harness

- Proper training i.e. WAH, Harness
- Technique
- Say “no” if not confident

# Specific Safety and Health Considerations for women in the Workplace

## Emergency Response

- First Aider at workplace
- First Aid response to yourself
  - Offshore unmanned facility
  - Offshore Campaign (shut down, well Intervention)
  - Only female



Tier	Activity	By whom	To be done within
0	First response	First responder, witness	Immediate
1	First Aid on site	First Aider / Medic	4 Minutes
2	IP Stabilisation	Doctor/Medic	1 hour
3	Evacuation to Hospital for further treatment/care	Ambulance / Helicopter / Vessel (Crew Boat or AHTS)	4 hours
4	Evacuation to Specialist Hospital	Europ Assistance	Decision/Coordination by: <ul style="list-style-type: none"> <li>• Total International Medical Department</li> <li>• Total Medical Advisor</li> <li>• Corporate Services Manager</li> <li>• General Manager</li> </ul>

- Self-consent
- Consent (spouse/family) – option
- Female buddy

# Specific Safety and Health Considerations for women in the Workplace

## Radioactive material

- Operation technician
- General Radiation Worker
  
- Exposure monitoring and medical surveillance
- Health Risk Assessment
- Industrial Hygiene Training
- Radiation emergency response



# Specific Safety and Health Considerations for women in the Workplace

## Work Rotation & Work Location

Factors to consider;

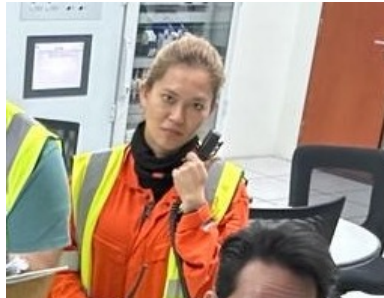
- Shift (day or night)
- Resident or Rotational
- Onshore or Offshore (Frequent vs occasional)
- Family Planning while building up career - pregnancy
- Family with small children



# Inspiring Women @ TEPB's Workplace



Operations Technician



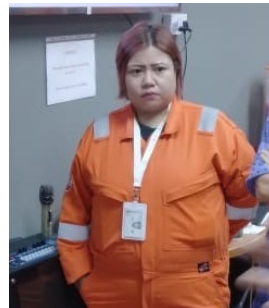
Maintenance Superintendent



HSE Superintendent



Logistic/Warehouse



Project HSE Officer



Scaffolder





Thank you





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# ORGANISATION'S ROLE IN ENSURING PROTECTION OF WOMEN IN SAFETY AND HEALTH AT THE WORKPLACE

**SITI NURANATI BINTI HAJI SAMAN**

HSE MANAGER, BERAKAS POWER COMPANY SDN. BHD.



شركة كواس براكس سنديرين برحد  
BERAKAS POWER COMPANY SDN BHD

*Providing Power and Expertise to Serve You*

# Organisation's Role in Ensuring the Protection of Women in Safety and Health at the Workplace

Monday, 18<sup>th</sup> March 2024





# Agenda

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- Introduction
- Benefits of Gender Diversity in the Workplace
- Ensuring the safety and health of women in the workplace
- Risk Assessment
- Women's Involvement in Health and Safety in the workplace
- Conclusion



# Introduction

## Berakas Power Company Sdn Bhd

- An independent power generation, transmission, and distribution company based at Berakas.
- A Government Linked Company (GLC), a wholly owned subsidiary of Darussalam Assets Sdn Bhd.
- Provide approximately 40% of national power demand in Brunei Darussalam
- Provide consultancy and project management services for power infrastructure projects within Brunei Darussalam.





# Introduction

- Women in the workplace face many challenges, including gender bias, discrimination, and a lack of representation and recognition.
- Empowering women in the workplace is crucial for creating a diverse and inclusive workplace that fosters innovation, effectiveness, and overall organisational success.





# Benefits of Gender Diversity in the Workplace

- Better decision making
- Enhanced collaboration
- More creativity and innovation
- Improve recruitment
- Building a professional work culture
- Good reputation in the workplace and organisation.





# Ensuring the Safety and Health of Women in the Workplace

## BPC Policy and Guidelines

- **BPC Core Ethical Values: Fairness and Courtesy**
- **BPC's HSE policy** ensures that top priority is given to the health, safety, and welfare of all employees, contractors, visitors, and the public.
- As stated in our **Employee Handbook**, BPC is committed to promoting and ensuring a working environment where individuals are treated with respect and courtesy and condone harassment, bullying, and/or victimization at the workplace.

### BPC Health, Safety and Environment Policy

Berakas Power Company (BPC) is committed to Health, Safety and the Environment (HSE) in the workplace. We place HSE as a core part of our business and it must be incorporated into everything that we do; there is NO activity so urgent or important that it cannot be done in an appropriate and safe manner. The quality of our activities and our success as a Company is strongly determined by the maintenance of high standards of work, and primarily by the consistent and continuing efforts on prevention of accidents, incidents and environmental damage. All individuals within BPC share this responsibility for achieving an industry class level in HSE; everyone must be concerned about his/her person, fellow employees, contractors, the public and the Company assets.

To this end BPC shall:

- Ensure that top priority is always given to the health, safety and welfare of all employees, contractors, visitors and the public.
- Consider all applicable laws, regulations and other commitments to which BPC subscribes to as minimum requirements.
- Proactively assess health and safety risks, environmental and energy impacts and systematically define, document and implement improvement plans.
- Provide suitable well-designed places of work.
- Utilise best practice HSE related technology and management to improve HSE performance through the purchase and design of equipment and services and the adoption of an improved organizational approach.
- Require suppliers and contractors to adopt and adhere to the principles of this policy.
- Define objectives and targets and provide the resources, information, training and management attention needed to comply with this policy.
- Ensure that HSE performance and compliance to this policy is monitored, documented and communicated in a clear and transparent way towards employees, contractors, authorities and any other parties affected by our actions.
- Ensure that HSE is considered equally as part of business decisions.

Signed

Stephen Turner

Chief Executive Officer

Date 21/09/2022





# Risk Assessment

BPC has a comprehensive occupational health risk assessment that considers the safety and health of all employees while also being aware of the dangers faced by women when working such as:

- Hazardous chemicals
- Manual handling

Women employees are also involved in doing risk assessments for the activities they are involved in.





# Risk Assessment

Additionally, BPC offers a risk assessment tailored specifically for pregnant women. Expectant mothers are urged to consult with their supervisor and BPC HSE and go through the Risk Assessment Form so that their work can be modified based on the risk assessment.

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**Pregnant Employee Work Risk Assessment Form**

Section 1: To be filled out by Employee			
Name	Employee Number		
Position	Section/Department		
	Manager's / Section Head's Name		
Have you been certified pregnant?	Yes	No	
State any related health issues			
Have you notified your Manager / Section Head?	Yes	No	
Expected Due Date			
Date of Assessment			
Section 2: Preliminary Job Assessment (To be filled out by the Employee and her Manager or Section Head with HSE Manager in attendance)			
Does the employee's work involve exposure to or work with any of the following? Tick (✓) Yes or No.			
	YES	NO	
Biological Agents (in particular infectious diseases)			
Chemicals (groups, specific chemicals such as lead, pesticides, laboratory chemicals with the following risk phrases R40, R45, R51, R53 and R64)			
Awkward spaces and workstations			
Abnormal movements or postures			
Excessive noise			
Manual handling (lifting or carrying heavy loads)			
Use of protective clothing - which would present discomfort			
Climbing steps, ladders or working at height?			
Difficulty in evacuating a building in an emergency			
Difficulty in leaving the job for breaks, etc.			
Exposure to nauseating smells			
Extreme Hot Environment			
Ionising Radiation (X-ray)			
Lone Working			
Mental or physical fatigue			
Night or shift work (even or late)			
Non-ionizing radiation, optical radiation (ultraviolet (UV), visible and infrared) and electromagnetic fields (lower frequencies, microwaves and radio frequencies).			
Rest facilities needed			
Slippery floors			
Travel e.g. long journeys, air travel, etc.			
Vibration or Shocks			

Please note that circumstances may change during pregnancy that will alter this risk assessment. If this occurs, please contact your Manager/Service Head and request a further risk assessment.

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**Pregnant Employee Risk Control Matrix**

Hazard	Specific Hazard Identified	What is the Risk to the Expectant/Nursing Mother	Suggested Control measures	Agreed Action and Date for Implementation
<b>Biological/ Infectious Effects</b>	Biological Agents	Can cause harm to the foetus.	<ul style="list-style-type: none"> <li>Pregnant employees should avoid handling or coming in contact with biological agents such as Rubella, Hepatitis B, etc.</li> <li>Pregnant employees should avoid working with these substances, especially for the first three months of their pregnancy. After that period full engineering controls (such as local exhaust ventilation) and PPE need to be worn to avoid exposure.</li> </ul>	
<b>Chemical</b>	Chemical Agents	<ul style="list-style-type: none"> <li>These substances may have the potential to endanger health or safety. They may not in practice present a risk if exposure is below a level, which may cause harm.</li> </ul>	<ul style="list-style-type: none"> <li>Pregnant employees should avoid working in tight fitting workspaces or workstations.</li> <li>Pregnant employees may apply for temporary Vehicle Pass to enter BPC's restricted premises and park for a specified period of time within the premises. (<a href="#">Vehicle Pass Application Form</a>)</li> </ul>	
<b>Physical</b>	Awkward Spaces / Workstations / Abnormal Movements and Postures	<ul style="list-style-type: none"> <li>Pregnant employees may experience problems in working in tight fitting workspaces or workstations, which do not adjust sufficiently to take account of increased abdominal size. This may lead to strain or sprain injuries.</li> <li>Dexterity, agility, coordination, speed of movement reach and balance may also be impaired.</li> </ul>	<ul style="list-style-type: none"> <li>Pregnant employees should avoid working in tight fitting workspaces or workstations.</li> <li>Pregnant employees may apply for temporary Vehicle Pass to enter BPC's restricted premises and park for a specified period of time within the premises. (<a href="#">Vehicle Pass Application Form</a>)</li> </ul>	
	Excessive Noise	<ul style="list-style-type: none"> <li>Affect hearing and increase stress levels.</li> <li>Very loud noises may damage the baby's hearing.</li> </ul>	<ul style="list-style-type: none"> <li>Avoid working in noisy area such as near the Generators.</li> </ul>	
	Manual Handling	<ul style="list-style-type: none"> <li>When you are pregnant, you are more likely to pull a muscle as you have a hormone called relaxin in your system, which relaxes your smooth muscle.</li> </ul>	<ul style="list-style-type: none"> <li>All employees should complete the manual handling course available in safety e-learning.</li> <li>Avoid manual handling tasks; reduce manual handling to the lowest practicable level.</li> <li>Use manual handling aids, where possible.</li> <li>Try to separate heavy lifts into smaller ones, and always bend from your knees keeping your back straight.</li> </ul>	
	Use of Protective Clothing	<ul style="list-style-type: none"> <li>Increasing size.</li> <li>Discomfort wearing PPE.</li> </ul>	<ul style="list-style-type: none"> <li>Provision of bigger sizes when needed.</li> <li>Excluded in doing any task that requires additional PPE that is not suitable for pregnant mothers.</li> </ul>	



# BPC's Women Involvement

## Promoting Women's Participation in Health and Safety:

- In BPC, women are included in training programs that empower women to develop the skills, knowledge, and confidence needed.
- We promote women's leadership and visibility in health and safety by showcasing their achievements and contributions and encouraging them to take on leadership roles.
- Appointment of Women in the Emergency Team both in Power Stations and the Administration Building.





# Conclusion

- Workplace policies are key in complementing, strengthening, and enhancing women's empowerment in the workplace.
- Equality of opportunity and treatment
- Training - ensuring inclusive and equitable quality education and promoting lifelong learning opportunities for all
- Involvement of women in carrying out a risk assessment
- Ensure the health, safety, and well-being of all women and men workers.



**Thank You**

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# PANEL DISCUSSION



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#InternationalWomensDay

# FORUM ON EMPOWERING *Women* IN SAFETY AND HEALTH

IN CONJUNCTION WITH INTERNATIONAL WOMEN'S DAY (IWD)

**18** MONDAY  
 MARCH 2024

**8:15** - **11:00**  
 AM AM

**Level 1, Main Auditorium**  
 Design & Technology Building



### Keynote Address

Yang Mulia Dayang Hajah Farida binti  
 Dato Seri Paduka Haji Talib  
 Permanent Secretary (Energy)  
 Prime Minister's Office

### PANELLISTS



**"Health and Safety as a Career  
 Pathway for Women"**

Dr Hjh Siti Haziah binti POKSM  
 DSP Haji Abidin  
 Director of Manpower Planning Office,  
 Prime Minister's Office



**"Specific Safety and Health  
 Considerations for Women  
 in the Workplace"**

Hajah Salawati binti Haji Kassim  
 HSE Manager  
 TotalEnergies EP (Brunei) B.V.



**"Organisation's Role in Ensuring  
 Protection of Women in Safety  
 and Health at the Workplace"**

Siti Nuranati binti Haji Saman  
 HSE Manager  
 Berakas Power Company Sdn. Bhd.



**"Women Inclusivity in  
 Compliance with WSHO, 2009 "**

Nurul Zakiah binti Hj Md Taib  
 Officer I  
 Compliance and International Affairs  
 Division, SHENA

### SHENA PRESENTATION

**RSVP**

Please scan the QR code



The event is open to both  
 male and female participants.

SHENA registered WSH Officers  
 /Co-ordinators may claim  
**CPD hours** after the event,  
 please remember to bring  
 your **Handbook & Activity  
 Tracker**.

### Moderator

Syazwana binti Haji Souyono  
 Officer II  
 Compliance and International Affairs Division,  
 SHENA



#SHENA #WorkplaceSafetyandHealth #InspireInclusion



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Q & A





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# CERTIFICATES OF APPRECIATION



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# GROUP PHOTO

#InternationalWomensDay



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# FORUM ON EMPOWERING *Women* IN SAFETY AND HEALTH

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#InspireInclusion

#WorkplaceSafetyandHealth

#SHENA



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# FEEDBACK SURVEY



<https://qr.shenabrunei.info/fwsh24>



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THANK  
YOU