



اوتوريتي كبحساءن كسلامتن
كصیجتن دان عالم سکیتر

Safety, Health and Environment
National Authority

BUILDING A CULTURE OF COMPLIANCE

FROM A WORKPLACE SAFETY AND HEALTH PERSPECTIVE
UNIFIED NATIONAL NETWORKS SDN BHD (UNN) SAFETY DAY

21
MARCH
2024



اوتوري تي كڀڄسان ڪسلامتن
ڪصبي تي دن عالم سڪيتر
Safety, Health and Environment
National Authority

INTRODUCTION

- A statutory body that was set up under the Safety, Health and Environment National Authority Act, Chapter 227 and enforced April 2017.
- The Authority regulates and enforces all matters relating to workplace safety, health and environment as well as radiation within Brunei.
- A Chief Executive Officer (CEO) heads the Authority and is ultimately accountable for the functions and affairs undertaken by the Authority. The CEO is responsible to the SHENA Board of Directors, who report directly to the Minister in Charge (Minister at the Prime Minister's Office).
- Appointed Inspectors and Authorised Officers have specific legal powers to enforce and regulate workplace safety, health and environment as well as radiation laws on behalf of SHENA.
- SHENA's Vision: We are committed to making a difference and ensuring Brunei is a safe place to work and live.



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ڪميٽي ڊان عالمي سڪيورٽي
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FUNCTIONS



INSPECTIONS & MONITORING VISITS



INVESTIGATION



EXAMINATION OF NOTIFICATION



EXAMINATION AND CERTIFICATION OF SAFETY CASE



REGISTRATION AND APPROVALS TO ACT



LICENSING OF RADIATION ACTIVITIES



GENERAL ADVICE AND GUIDANCE ON HSE AND RADIATION MATTERS TO INDUSTRY AND THE GENERAL PUBLIC



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SHENA'S LEGAL FRAMEWORK



**AKTA AUTORITI
KEBANGSAAN
KESELAMATAN,
KESIHATAN DAN
ALAM SEKITAR,
PENGAL 227**

*Safety, Health and
Environment National
Authority (SHENA) Act
Cap 227*

**PERINTAH
KESELAMATAN DAN
KESIHATAN TEMPAT
KERJA, 2009**

*Workplace Safety and
Health Order 2009*

**RADIATION
PROTECTION ACT,
PENGAL 228**

*Radiation Protection
Act Cap 228*

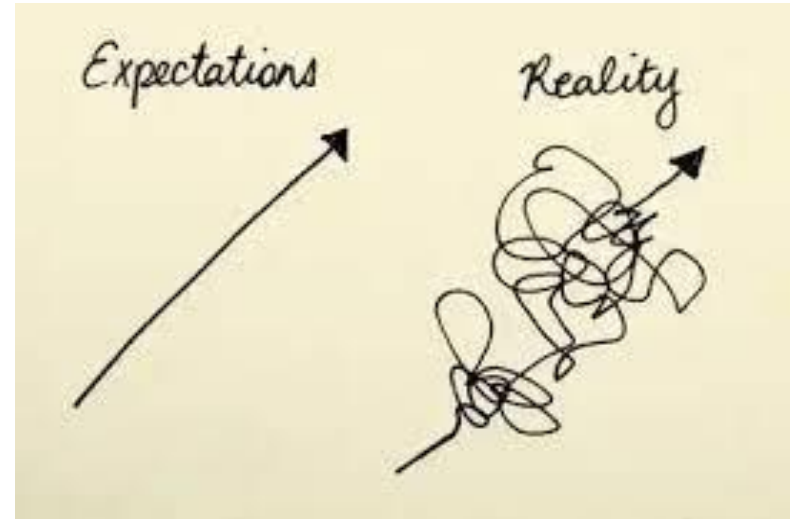


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WHAT IS COMPLIANCE CULTURE?

Safety (compliance) culture is a combination of the attitudes, values and perceptions that influence *how* something is actually done in the workplace, rather than *how it should be done*.

HSE Science and Research Centre, UK





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INTRODUCTION

SAFETY MATURITY

Types of Safety Culture



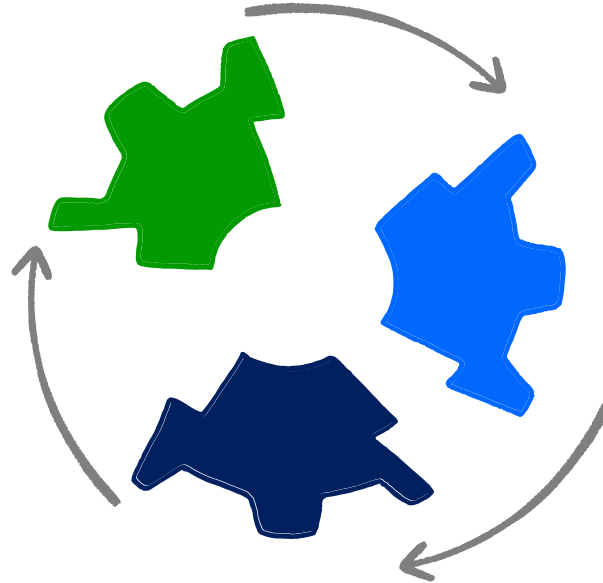


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CULTURE INFLUENCERS

EFFECTIVE COMMUNICATION

- Utilise multiple platforms i.e written, verbal and graphical ways
- Strategic methods and utilising technology
- Consultation with workers



MANAGEMENT COMMITMENT

- Lead by example
- Ensure sufficient resources
- Make safety and health a key indicator of performance
- Disciplinary measures

COMPETENT WORKERS

- Appropriate Information, Instruction, Training & Supervision (IITS)
- Consider personal factors e.g age, attitude, medical conditions
- Do not underestimate the power of “peer pressure”



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PEOPLE



**LACK OF
AWARENESS
ON THE LAW**



**NON-COMPLIANCE TO
PERSONAL PROTECTIVE
EQUIPMENT**



**LACK OF DEDICATED
PERSONNEL WITH CLEAR
ROLES AND RESPONSIBILITIES**



**LACK OF TRAINING
(I.E., SAFETY AND
HEALTH TRAINING)**



**ABSENCE OF
INTERVENTION
CULTURE**



**LACK OF
COMPETENT
SUPERVISOR
ON SITE**



**ABSENCE OF
WORKPLACE
SAFETY AND
HEALTH OFFICER
OR SUPERVISOR
RESPONSIBLE**



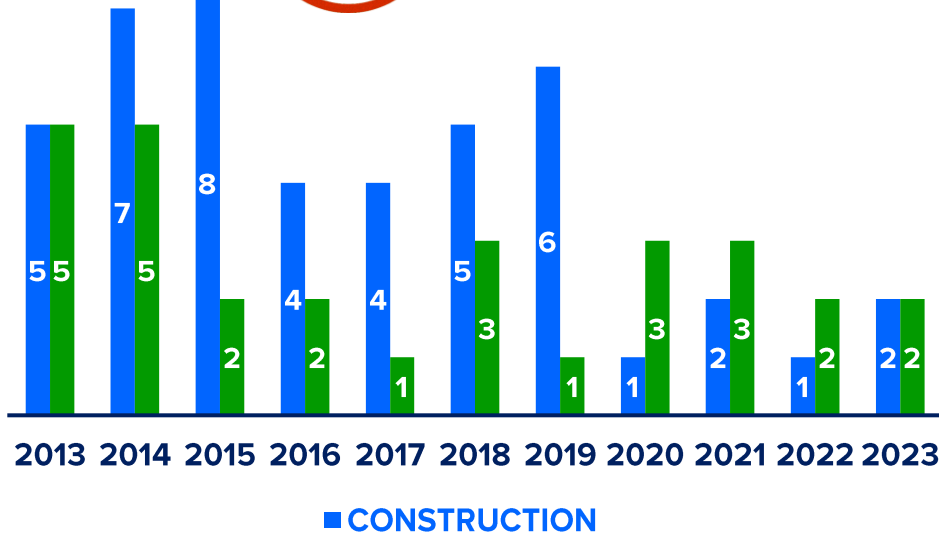
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WORK RELATED FATALITIES

As of 31st December 2023

**7
4**

WORK RELATED FATALITIES SINCE THE LAST DECADE



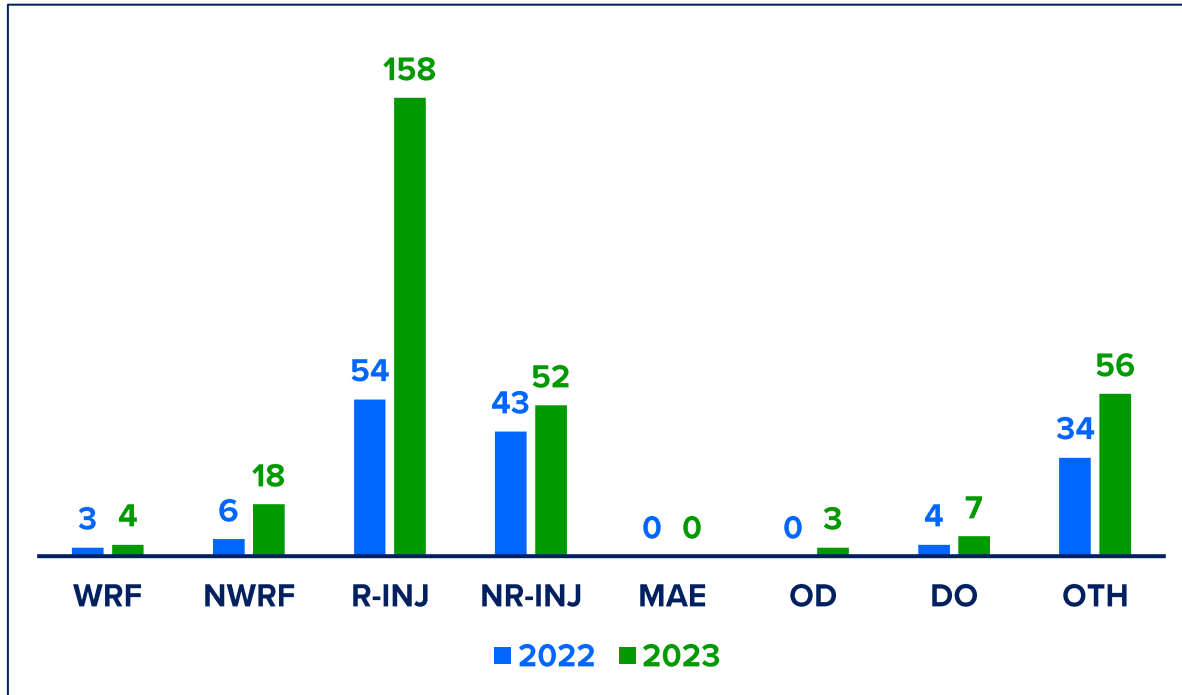
YEAR	CAUSE OF FATALITY
2023	<u>Fall from height</u> , tree felling, hit by vehicle
2022	Crushed by vehicle, tree felling, electrocution / <u>fall from height</u>
2021	<u>Fall from height</u> , hit by falling object, hit by vehicle
2020	Grass cutting, hit by object, left failure, electrocution
2019	<u>Fall from height</u> , struck by object, crushed by object, electrocution
2018	<u>Fall from height</u> , struck by objects, boat collision, electrocution
2017	<u>Fall from height</u> , struck by falling objects, drowning, fire
2016	<u>Fall from height</u> , hit / crushed by machine, electrocution, drowning
2015	<u>Fall from height</u> , hit by objects, landslide
2014	<u>Fall from height</u> , inhalation of smoke, fire
2013	<u>Fall from height</u> , hit/crushed by machine or objects, electrocution



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NUMBERS OF IIN 2022-2023

As of 31st December 2023



YEAR	NUMBER OF IIN RECEIVED
2023	298
2022	144

107%



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WORK-RELATED FATALITIES 2023 (1)

DATE OF INCIDENT: 16 FEB 2023

FIRST FATALITY

A fall from a height incident involving two construction workers occurred. One worker was on the roof of an under-construction house, and the other was on the ground floor. The incident occurred when the worker on the ground floor, not wearing any Personal Protective Equipment (PPE), went up to the roof and slipped, falling headfirst onto the drainage.

This fall also caused another worker on the roof to lose balance and fall. The company reported the incident to the police, who then informed SHENA.

DATE OF INCIDENT:

25 MAR 2023

SECOND FATALITY

The victim was a logger. He was cutting a tree which eventually fell on another tree, causing the tree to fall on him. He suffered head injury and passed away on the spot.

This case is still under SHENA investigation.



Scene of Incident



Scene of Incident



Scene of Incident



Exhibit taken -
Chainsaw used
by the DP



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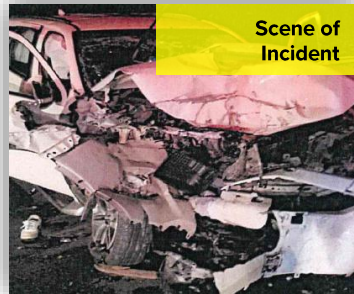
WORK-RELATED FATALITIES 2023 (2)

DATE OF INCIDENT: 15 SEP 2023

THIRD FATALITY

An employee of electrical maintenance company fell from skylift truck bucket at approximately 12 metre high from the ground after being hit by the incoming vehicle at the highway. He suffered from multiple organ injuries, and he eventually passed away due to his injuries.

This case is still under SHENA investigation.

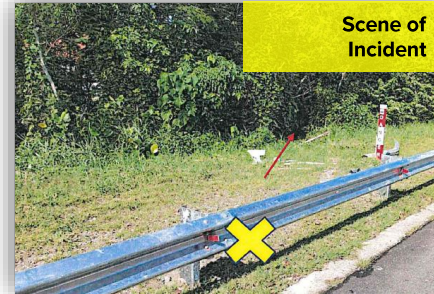


DATE OF INCIDENT: 11 NOV 2023

FOURTH FATALITY

On November 11, 2023, a construction worker installing guardrails at the Tungku highway slip road was struck by a speeding car that had lost control. The car veered over traffic cones and a guardrail post before colliding with the victim. Despite immediate assistance, the worker sustained severe injuries, including a swollen head and bleeding nose. The individual succumbed to these injuries and passed away at RIPAS Hospital on November 17, 2023.

The case is currently under review.





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WORKPLACE SAFETY AND HEALTH ORDER, (WSHO) 2009

**PERINTAH KESELAMATAN DAN
KESIHATAN DI TEMPAT KERJA, 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 is Reasonably Practicable (ALARP)**.

SHENA'S LEGAL FRAMEWORK

RADIATION PROTECTION ACT, CHAPTER 228 AKTA PERLINDUNGAN SINARAN, PENGGAL 228

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"> SHIPYARD FACTORY - PETROLEUM FACTORY - \$10 MILLION ENG. CONSTR. FACTORY - 100 PERSON OR MORE EMPLOYED 	<ul style="list-style-type: none"> FACTORY WORKSITE FACILITY 	WORKSITE - ANY BUILDING OPERATION OR WORKS OF ENGINEERING CONSTRUCTION	FACILITIES
OTHER WORKPLACES								
FACTORIES								
CONSTRUCTION WORKSITES								
FACILITIES								



DUTIES

TANGGUNGJAWAB

OCCUPIER (SEC. 11) PENGHUNI

Ensure

- All means of **access to or egress**
- Any **machinery, equipment, plant, article or substance** kept at the workplace are **safe and without risks to health** to every person within those premises.

EMPLOYERS (SEC. 12) MAJIKAN

To take, so far as is reasonably practicable, such measures as are necessary to **ensure the safety and health of his employees and persons at work.**

SELF-EMPLOYED PERSON (SEC. 13) ORANG YANG BEKERJA SENDIRI

To take, so far as is reasonably practicable, such measures as are necessary to **ensure the safety and health of persons at work**

PRINCIPALS (SEC. 14 & 14A) PRINSIPAL

It shall be the duty of every principal to take, as far as is reasonably practicable, such measures as are necessary to **ensure the safety and health** of:

- Any **contractor** engaged by the principal when at work;
- Any direct or indirect **sub-contractor** engaged by the contractor when at work;
- Any **employee** employed by such contractor or sub-contractor when at work

PERSONS AT WORK (SEC. 15) ORANG YANG SEDANG BEKERJA DI TEMPAT KERJA

It shall be a duty of every person at work to:

- Use the **personal protective equipment (PPE)** as required for the activity
- **Cooperate with employer** to comply with WSHO, 2009
- **Not to misuse** the PPE, appliances, equipment, etc.
- **Not recklessly endanger** himself and others



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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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EXAMPLE OF RISK ASSESSMENT

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:		

1
Hazard Identification
Pengenalpastian Bahaya

2
Risk Evaluation
Penilaian Risiko

3
Risk Control
Kawalan Risiko

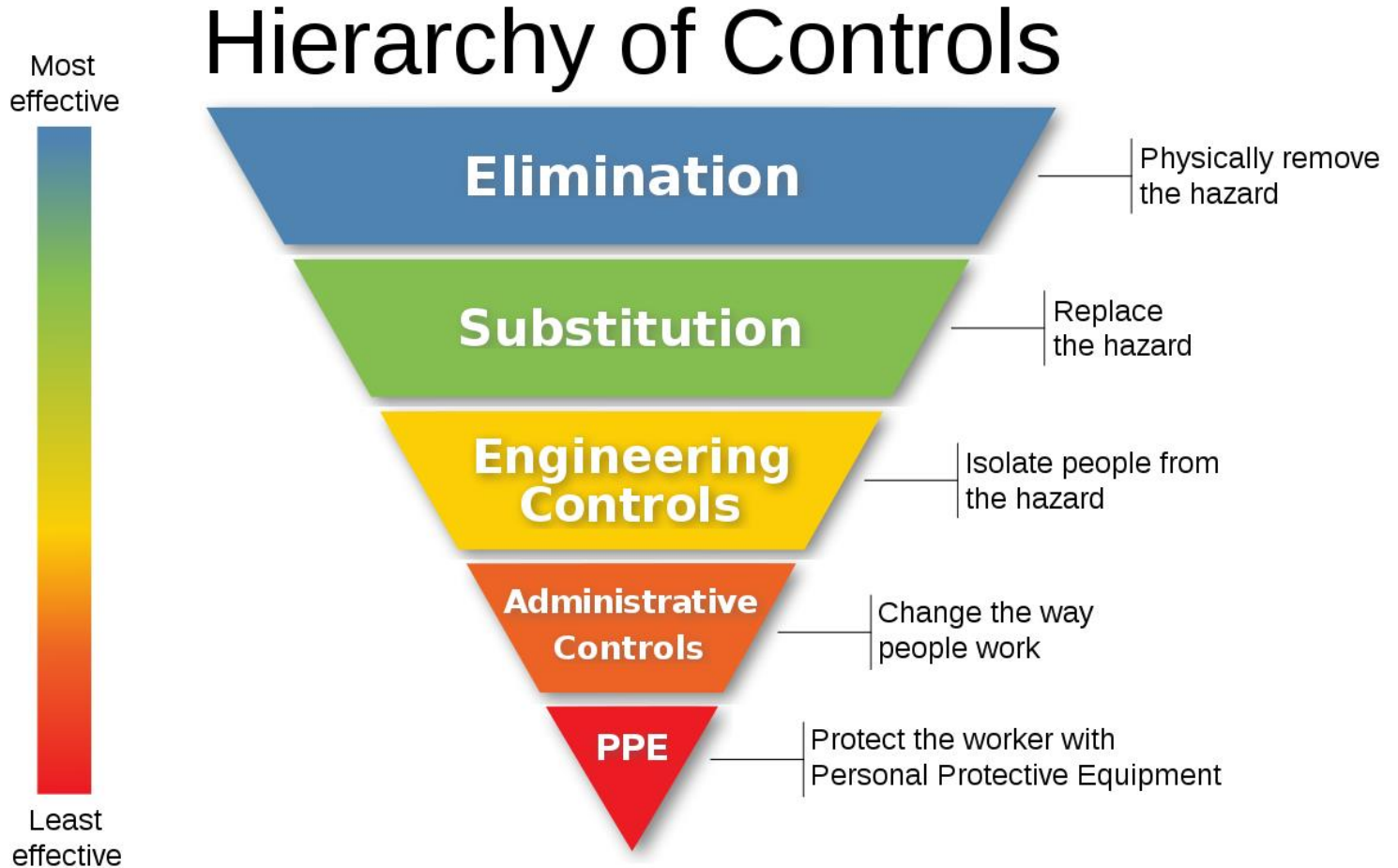


Risk Matrix: Likelihood (Kemungkinan) x Severity (Keterukan)



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HIERARCHY OF CONTROL





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WSH (WSH COMMITTEE) REGULATIONS, 2014

50
**WORKERS
OR MORE**



- 1** Chair by Manager/ CEO of the workplace
- 2** WSH Officer/ Co-Ordinator/ Focal act as a secretary
- 3** Meeting at least once (1) a month

FUNGSI / FUNCTION

Inspection	Inspection after accident	WSH Promotion	Review WSH Guideline
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INDUSTRY GUIDANCE NOTE (IGN)



2023/IGN/02
**GUIDANCE ON
ESTABLISHMENT OF
WORKPLACE SAFETY
AND HEALTH COMMITTEE
IN A WORKPLACE**

ENSURING BRUNEI A SAFE PLACE TO WORK & LIVE
WWW.SHENA.GOV.BN



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INDUSTRY GUIDANCE NOTE

TOPIC: GUIDANCE ON ESTABLISHMENT OF WORKPLACE SAFETY AND HEALTH COMMITTEE IN A WORKPLACE		Reference Number: 2023/IGN/02	
Approved by: Director of Compliance & International Affairs Division	Issue Date: 10 th August 2023	Expiry Date: None	Revision No: 0

TABLE OF CONTENTS

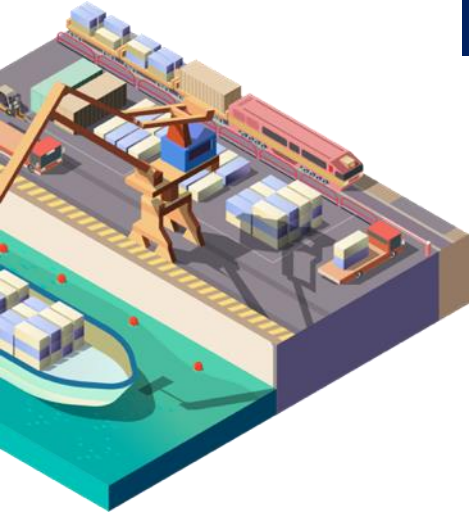
1. INTRODUCTION.....	2
2. GLOSSARY OF TERMS AND ABBREVIATIONS.....	2
3. PURPOSE.....	2
4. SCOPE.....	2
5. OFFENCE.....	2
6. FORMATION OF THE WSH COMMITTEE.....	3
6.1. Appointment and Composition.....	3
6.2. Competency Development of WSH Committee Members.....	5
7. ROLES AND RESPONSIBILITIES OF THE WSH COMMITTEE.....	5
7.1. Conduct of WSH Committee Meeting.....	5
7.2. Minutes of Meeting.....	5
7.3. Other Good Practices.....	6
8. FUNCTIONS OF THE WSH COMMITTEE.....	6
8.1. Conduct General Inspections of the Workplace.....	7
8.2. Carry out Investigation and/or Inspections following any accident or dangerous occurrences in the Workplace.....	8
8.3. Support Safety Promotion.....	9
8.4. Issue WSH Guidelines on WSH Matters.....	10
9. POWERS OF THE WSH COMMITTEE.....	10



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National Authority

SCHEDULE 2 OF THE WSH (WSH OFFICERS) REGULATIONS, 2014

WSH OFFICER MUST BE APPOINTED IN:



Shipyards in which any ship, tanker and other vessels are constructed, reconstructed, repaired, refitted, finished or broken up

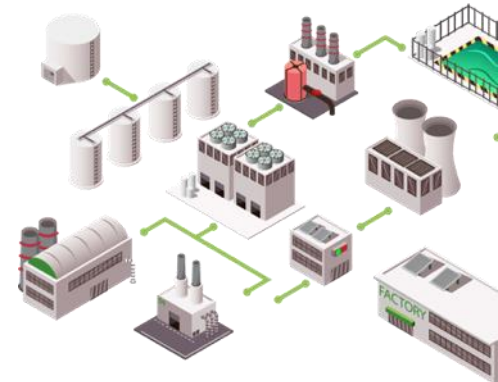


Factories used for **processing petroleum or petroleum products**

Factories in which **Building Operations or Works of Engineering Construction (BOWEC)** of a contract sum of BND10 million or more are carried out



Any other **factories in which 100 or more persons** are employed, except those which are used for manufacturing garments





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WSH (GENERAL PROVISIONS) REGULATIONS, 2014



**General provision
relating to health**



Machine safety (i.e. lifting
equipment, guarding, etc.)



**Safety provision in
case of fire**



**Special provision on hazardous
substance, toxic, dusts**



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WORKPLACE

SAFETY & HEALTH NOTICE (WSHN)



2023/WSHN/04
**HEAT STRESS
 PRECAUTION IN
 THE WORKPLACE**

ENSURING BRUNEI A SAFE PLACE TO WORK & LIVE
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HEAT STRESS

**ADVISORIES TO EMPLOYERS,
 PRINCIPALS AND OCCUPIERS THAT
 CAN HELP REDUCE THE RISK OF
 HEAT STRESS TO EMPLOYERS
 (ESPECIALLY OUTDOOR WORKERS)**

PROTECTING WORKERS FROM HEAT STRESS

- 1 Ensure that all workers are adequately acclimatized to the hot weather / working conditions.
- 2 Re-schedule heavy outdoor physical work under the sun to the cooler parts of the day as reasonably practicable.
- 3 Perform a risk assessment that addresses working in a hot environment and work activities which produce excessive heat.
- 4 Provide flexible rest breaks away from heat.
- 5 Always provide workers with adequate cool drinking water at convenient and accessible locations.
- 6 Educate by encouraging workers to keep themselves hydrated, recognise the early symptoms of heat-related disorders and understand the risks and control measures.
- 7 Provide emergency preparedness plans and recovery measures for workers suspected of suffering from the effect of heat.
- 8 Ensure appointed first aiders in the workplace are prepared to give first aid if necessary.
- 9 Encourage workers to wear loose-fitting and light-coloured clothing.
- 10 Provide adequate ventilation for workers who are working in hot indoor environments.

Employers and medical practitioners are reminded to report unexplained heat stress cases (after a diagnosis by a medical practitioner) to SHENA by clicking "Report an Incident" button on SHENA website, www.shena.gov.bn

MELINDUNGI PEKERJA DARIPADA TEKANAN HABA

- 1 Memastikan semua pekerja menyesuaikan diri dengan cuaca panas / keadaan kerja yang panas.
- 2 Menjadualkan semula kerja yang melibatkan kegiatan fizikal yang berat di bawah sinaran matahari ke waktu yang lebih sejuk mengikut kesesuaian yang munasabah.
- 3 Melakukan penilaian risiko yang menangani aktiviti kerja dalam persekitaran yang panas dan aktiviti kerja yang menghasilkan haba yang berlebihan.
- 4 Menyediakan waktu rehat yang fleksibel dari haba.
- 5 Sentiasa menyediakan pekerja dengan air minuman sejuk yang mencukupi di tempat yang mudah untuk diakses.
- 6 Mengajar dengan menggalakan pekerja memastikan diri mereka sentiasa terhidrat, mengenal gejala awal gangguan berkaitan haba dan memahami risiko dan langkah kawalan.
- 7 Menyediakan pelan persediaan kecemasan dan langkah-langkah pemulihan bagi pekerja yang dilyaki mengalami kesan haba.
- 8 Memastikan First Aider yang dilantik di tempat kerja bersedia untuk memberikan pertolongan cemas jika perlu.
- 9 Menggalakan pekerja untuk memakai pakaian yang longgar dan berwarna cerah.
- 10 Menyediakan pengudaran yang mencukupi bagi pekerja yang bekerja di persekitaran yang panas dan tertutup.

Malahan dan pengamal perubatan digalakkan untuk melaporkan kes-kes haba yang berkaitan dengan pekerjaan (setelah diagnosis dari pengamal perubatan) kepada SHENA dengan mengklik butang "Report an Incident" di laman sesawang SHENA, www.shena.gov.bn



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14 ELEMENTS OF WORKPLACE SAFETY AND HEALTH MANAGEMENT SYSTEM

SCHEDULE 2 TO THE WORKPLACE SAFETY AND HEALTH
(GENERAL PROVISIONS) REGULATIONS, 2014

01



SAFETY POLICY
(INCLUDING ALLOCATION &
RESPONSIBILITY FOR SAFETY)

02



**SAFE WORK
PRACTICE**

03



**HEALTH & SAFETY
TRAINING**

04



**GROUP
MEETINGS**

05



**INCIDENT INVESTIGATION
& ANALYSIS**

06



**IN-HOUSE HEALTH
& SAFETY RULES**

07



**HEALTH & SAFETY
PROMOTION**

08



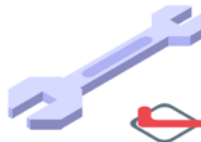
**CONTROL OF
CONTRACTORS**

09



**SAFETY
INSPECTION**

10



**MAINTENANCE
REGIME**

11



**RISK
ASSESSMENT**

12



**CONTROL OF
HAZARDOUS SUBSTANCES**

13



**OCCUPATIONAL
HEALTH PROGRAMMES**

14



**EMERGENCY
PREPAREDNESS**



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WSH (FIRST-AID) REGULATIONS, 2021

FACILITIES PROVIDED BY THE EMPLOYER/ OCCUPIER



**PROVIDE &
MAINTAIN FIRST-
AID BOXES**



**PROVIDE &
MAINTAIN FIRST-
AID ROOM (>100
PERSONS)**



**APPOINT A
TRAINED FIRST-
AIDER**



**PROVIDE AND
MAINTAIN
SUITABLE
FACILITIES FOR
EMERGENCY
TREATMENT**



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APPROVED SAFETY & HEALTH TRAINING AND PROVIDERS

Contact Subscribe Site Map Media Centre [E-SHENA Portal](#)



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Report an Incident

Search

About SHENA Legislation Licenses & Registrations Safety Case Enforcement Radiation Publications

Workplace Safety and Health (WSH) Applications

- Approved Training Providers (ATP)
- Registered Safety & Health Training Course

Radiation Application

- Radiation License
- Radiation Import/Export Authorisation
- Radiation Workers



List of ATP eligible to conduct Registered Safety & Health Training Course
(Last updated: December 5th, 2022)

View

SHENA APPROVED TRAINING PROVIDER (ATP)

Last Updated: 01 May 2023



NO.	REGISTRATION REFERENCE NO.	NAME OF APPROVED TRAINING PROVIDER (ATP)	Address and Contact Number	TYPE OF TRAINING PROVIDED		DATE OF ISSUE	DATE OF EXPIRY
				Competency	Awareness		
1	SHENA/ATP/001/2021 (R)	KaryaJaya Training and Technical Services	Lembak Kenan Industrial Area, Sgg 281-32, Bandar Seri Begawan 083501 Contact No. 8965818	- Material Handling (Lifting, Crane Operator & Forklift) - Scaffolding		15/10/2021	14/10/2023
2	SHENA/ATP/002/2021 (R)	Berakas Power Company	Berakas Power Company Sdn Bhd Berakas Power Station Labohaya Rimba / Jln Utama Teranjing Kg. Teranjing Baru Berakas 881514 Contact No. 2394461	Electrical	Electrical Safety Working at Height	30/12/2022	29/12/2024
3	SHENA/ATP/003/2021 (R)	ATDC Sdn Bhd	Lot 86/87, Tapak Perindustrian Sempu, Bera Contact No.: 3227252	Material Handling (Lifting, Forklift, Crane Operator, Excavator Operator) - Manual Handling - Offshore survival Skill	- Manual Handling - IMIST OP110 - Enclosed Space Entry	22/10/2021	21/10/2023

LIST OF SHENA REGISTERED SAFETY AND HEALTH TRAINING COURSE

Last Updated: 05 December 2022



NO.	SHENA REGISTERED COURSE CODE	COURSE TITLE	TRAINING PROVIDERS	REGISTERED TRAINERS	ACCREDITATION REFERENCE
1	SHENA/SHC/001/2022	NEBOSH INTERNATIONAL GENERAL CERTIFICATE (IGC) IN OCCUPATIONAL HEALTH AND SAFETY FOR WORKPLACE SAFETY AND HEALTH OFFICERS	MEGAMAS TRAINING COMPANY SDN BHD CORTEX TRAINING & DEVELOPMENT	1) Michael Leonard Stringer @ Mahd Firdaus Iswandi bin Abdullah 2) James Robert Pretty 3) Derre Chae 1) Asfer Firdaus Abdullah Wiliam 2) Azriana Kegli	Accreditation by Brunei Darussalam National Accreditation Council (DNBAC) K7/MA/PE/0/13/01/04
			JOFFREN OMAR COMPANY SDN BHD (USING THE THIRD PARTY SERVICE OF INTERNATIONAL IRE COUNCIL PT 112)	1) Dery Cietos Cochell 2) Sudheesh Ravi Gurije 3) Ahmed Fadel 4) Sak Kong 'Gaius' Branson 5) Amruth Amruthan	



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Safety, Health and Environment
National Authority

ENFORCEMENT

ENFORCEMENT ON THE APPOINTMENT REQUIREMENT FOR WSH OFFICERS

CURRENT ENFORCEMENT

Regulatory Inspections and Monitoring Visits to workplace and will issue applicable legal notices in the form of:

- Warning Letter,
- Remedial Order or
- Stop-Work Order.

Depending on the severity of the non-compliance.

IMPLEMENTATION OF
COMPOUND FINES FOR
NON-APPOINTMENT OF
WSH OFFICER

COMMENCEMENT DATE

1st April 2024



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Safety, Health and Environment
National Authority

ENFORCEMENT

ENFORCEMENT ON THE APPOINTMENT REQUIREMENT FOR WSH CO-ORDINATORS

CURRENT ENFORCEMENT

Regulatory Inspections and Monitoring Visits to workplace and will issue applicable legal notices in the form of:

- Warning Letter,
- Remedial Order or
- Stop-Work Order.

Depending on the severity of the non-compliance.

IMPLEMENTATION OF COMPOUND FINES FOR NON-APPOINTMENT OF WSH CO-ORDINATOR

Contractors registered under Class 4, 5 & 6
COMMENCEMENT DATE:

1st April 2024

Contractors registered under Class 1,2 and 3
COMMENCEMENT DATE:

1st October 2025



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National Authority

ENFORCEMENT

ENFORCEMENT ON THE REQUIREMENT OF FIRST AID IN THE WORKPLACE



COMMENCEMENT DATE OF
COMPOUND FINES

Effective from:
1st April 2024

Any person reasonably suspected of having committed such offence(s) may be compounded with a sum not exceeding one-half of the amount of the maximum fine that is prescribed for the offence or a sum of BND 5,000, whichever is the lower.



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IMPROVING SAFETY & HEALTH CULTURE IN BRUNEI DARUSSALAM

EVERY INDIVIDUAL PLAYS A PART IN ENSURING A SAFE LEARNING AND WORKING ENVIRONMENT FOR ALL TOWARDS ACHIEVING WAWASAN 2035

IMPLEMENTER

Use & follow instruction



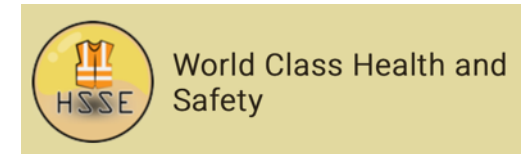
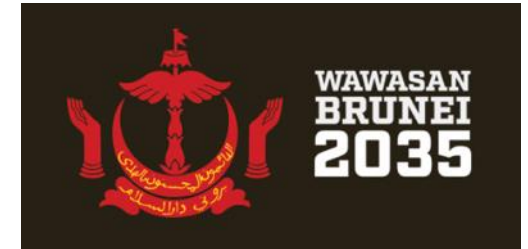
INTERVENE

Intervene and report of unsafe act or condition



INFLUENCER

Influence your friends and family to do work / activity safely





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THANK
YOU