HBC	**HSE TRAINING CHECKLIST**	Effective Date: 14 January 2026	
		Document Code: IMS-TC-F02	
		Rev. No.03	Ref No.: IMS-TC-WI134

Date	14 January 2026
Employee Name	Mustak Kamaddin
Designation	Helper

Item No	Required Training	Date of Training	Conducted By	Signature
1	Initial Orientation			
2	Specific Orientation (on job)			
3	Training to Staff Working within Active Process Area			
4	Permit to Work System Training			
5	Daily Tool Box Talk by Supervisor			
6	Weekly Safety Talks either by Site HSE Personnel or Area Incharges			
7	Management Employees Training Program			
8	Training Program for Manager Site HSE			
9	Environmental Issues			
10	Personal Protective Equipment			
11	Driving Rules and Driver's Training			
12	Risk Assessment			
13	Accident/Incident Reporting			
14	Hot Work and Handling of Gas Cylinders			
15	Smoking/Drugs & Alcohol			
16	Emergency and Evacuation Drills & Exercises			

17	Scaffolding and Ladders			
18	Fire Fighting	18-Mar-2026	Al Salama Fire Safety Training	
19	Hazardous Material Handling			
20	Confined Space			
21	Zones & Colour Coding			
22	First Aid	07-Mar-2026	Promax Safety	
23	Heat Stress/Exhaustion			
24	Lifting and Heavy Lifts			
25	HSE Audits			
26	Working at Heights			
27	Electrical Equipment			
28	Wastes and Spills			
29	Air/Water Emissions			